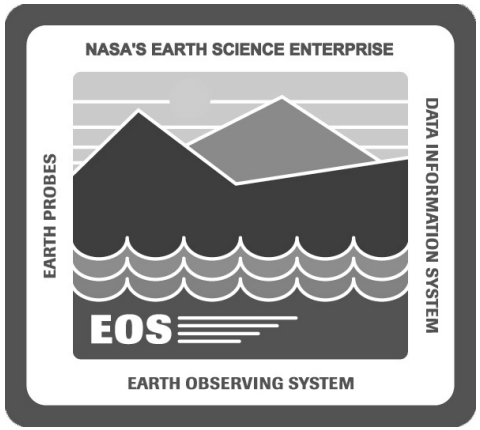


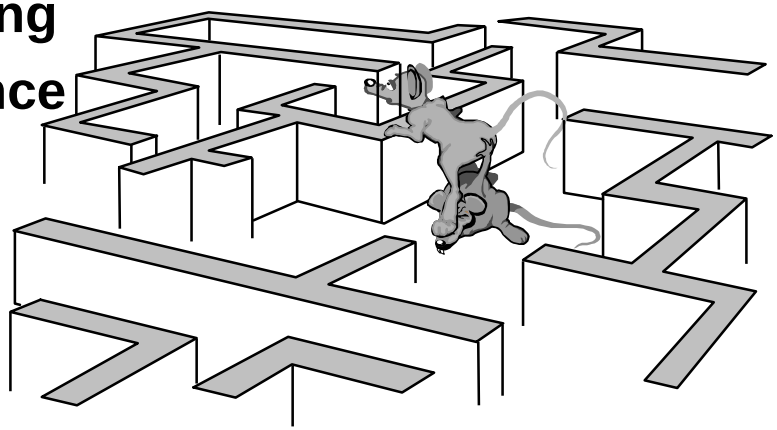
USER SERVICES

ECS Release 6A Training

625-CD-613-001

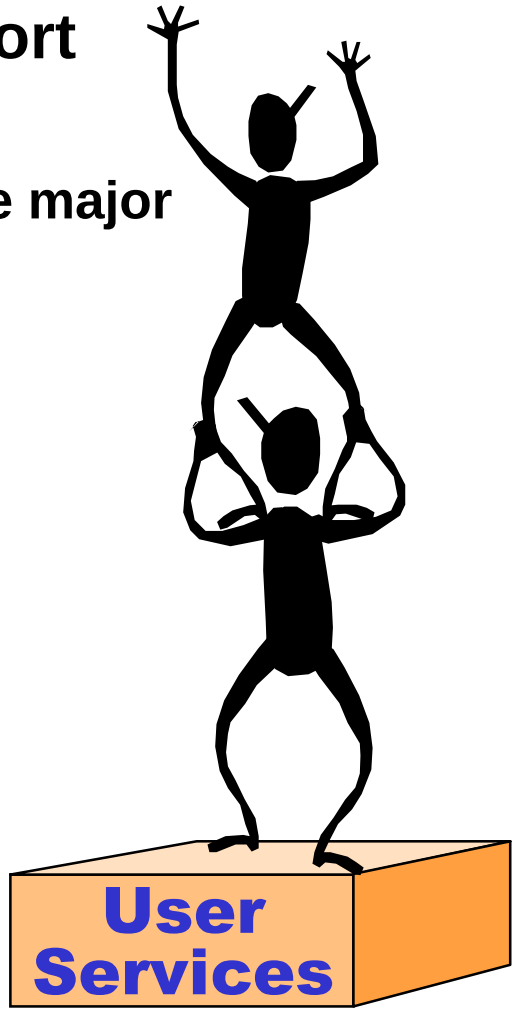
Overview of Lesson

- Introduction
- User Services Topics
  - User Services Role
  - ECS User Account Management
  - Processing an Order
  - Subscriptions
  - Cross-DAAC Referral
  - Cross-DAAC Order Tracking
  - Data Dictionary Maintenance
  - Java DAR Tool (EDC only)
  - On-Demand Form Request Manager (EDC only)
- Practical Exercise



Objectives

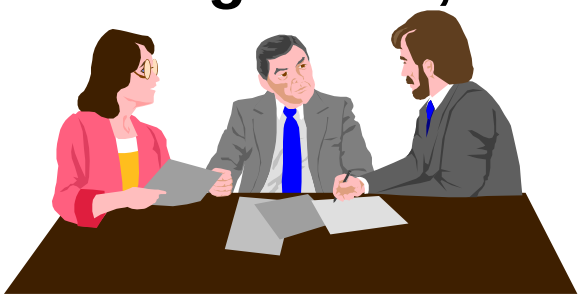
- **Overall: Proficiency in providing support to ECS users**
  - **Describe the User Services role, stating five major responsibilities of User Services**
  - **Perform user account management**
  - **Process an order**
  - **Cancel/Track an order**
  - **Support subscription management**
  - **Support cross-DAAC referral**
  - **Support cross-DAAC order tracking**
  - **Update the Data Dictionary**
  - **Create a Data Acquisition Request (DAR) (EDC only)**
  - **Create an On-Demand Production Request (EDC only)**



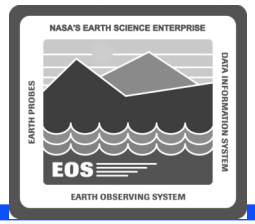
Objectives (Cont.)

Lesson helps prepare several DAAC roles for the User Services functions of assistance in order tracking, creation/management of user accounts, resolving user requests/problems, initiating and tracking system problem reports, and coordination with external/internal sources to resolve user problems:

- **User Services Representatives**
- **System Engineers, System Test Engineers, Maintenance Engineers**

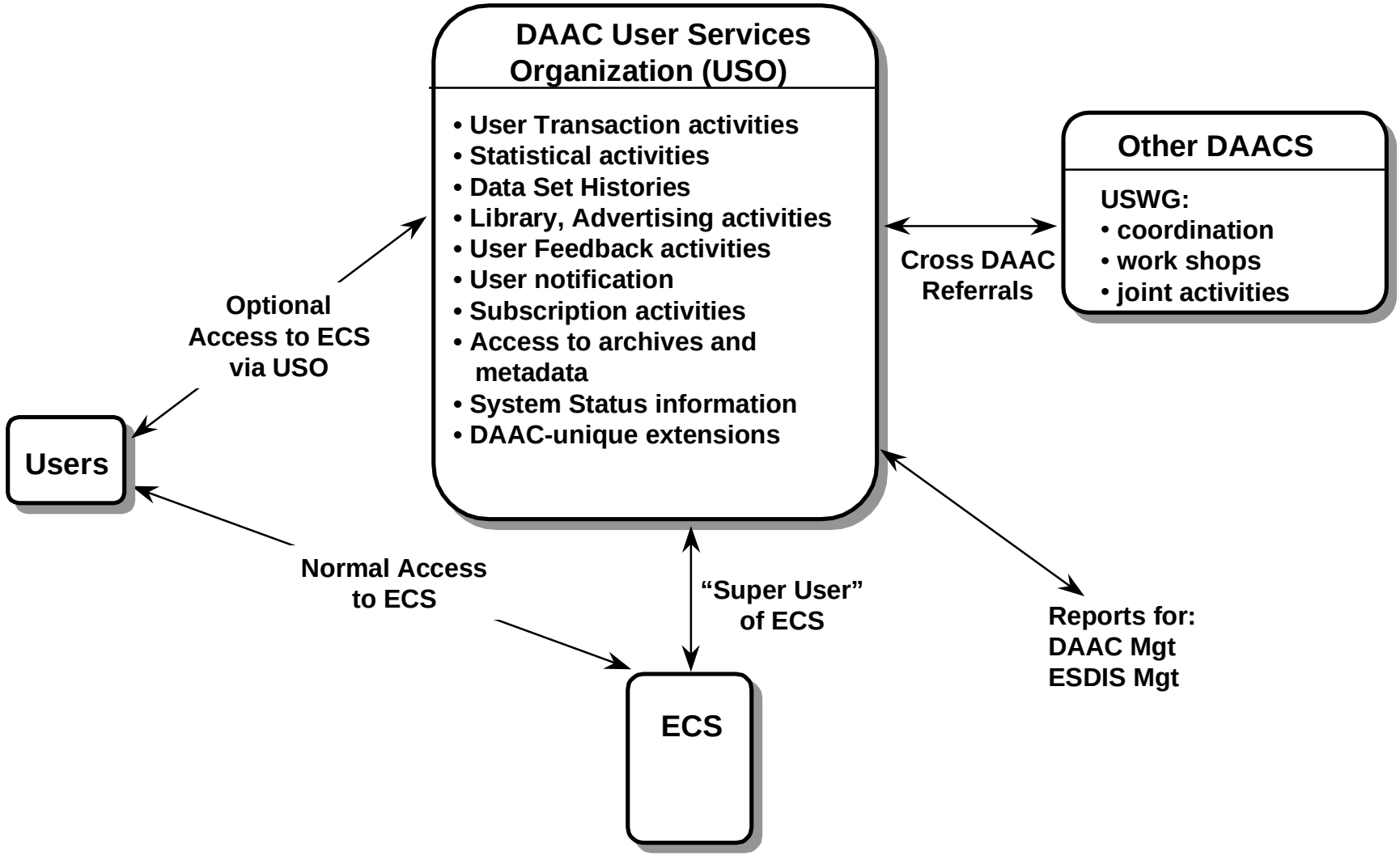


User Services Role



- **"Pull Users" encompasses the entire potential ECS user population, including scientists, graduate and undergraduate students, and students in grades K-12**
- **User Services is the arm of each DAAC providing extensive support services for each product archived at the DAAC**
- **Five major User Services responsibilities:**
  - **Help create new users**
  - **Support order tracking**
  - **Resolve user requests/problems**
  - **Initiate/track problem reports**
  - **Coordinate external and internal sources to resolve user issues/problems**

User Services Role (Cont.)

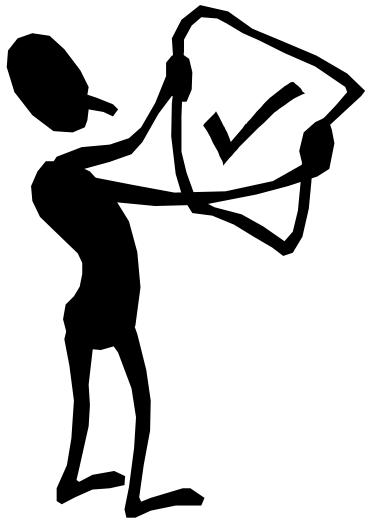


Account Management

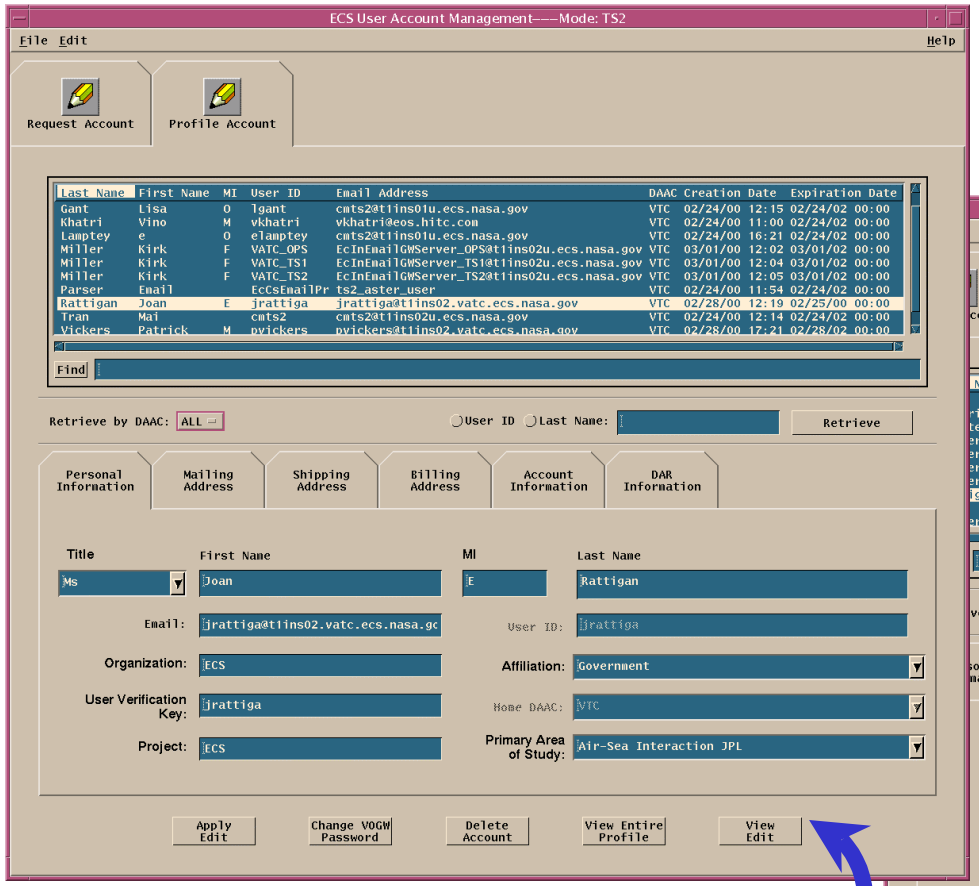
- **Use Account Management software local to the site to retrieve a user account**
- **Use remote access to Account Management software at the System Monitoring and Coordination Center (SMC) for other account management functions**
  - **Create a user account**
  - **Edit/modify an existing account**
  - **Delete an ECS account**
  - **Cancel an ECS account**
  - **Change an ECS user's password**

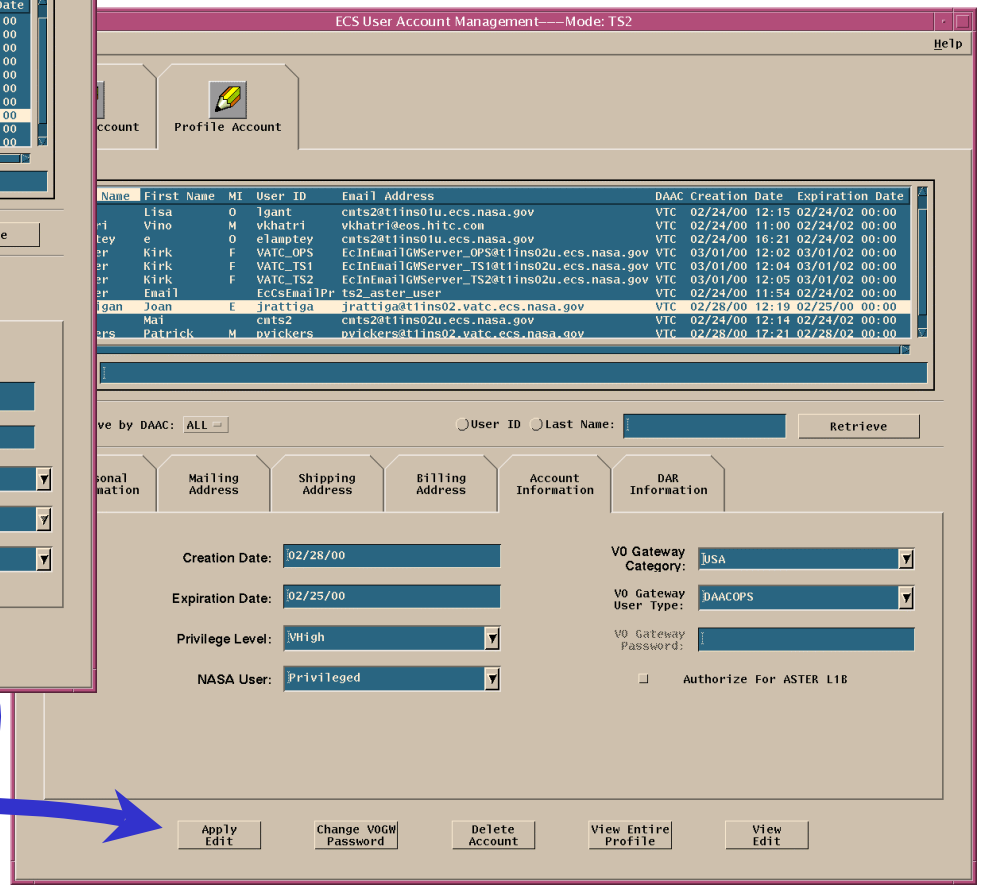
Retrieving a User Account

- **First action when receiving any user request**
  - **Validates user**
  - **Provides information that may be needed to respond**
  - **Separate procedure in 611-CD-610-001 *Mission Operation Procedures for the ECS Project***
- **Part of other procedures**
  - **Processing an order**
  - **Canceling an order**
  - **Order tracking**



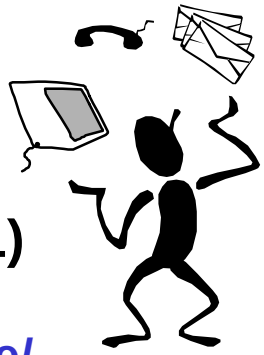
Profile Account Screens





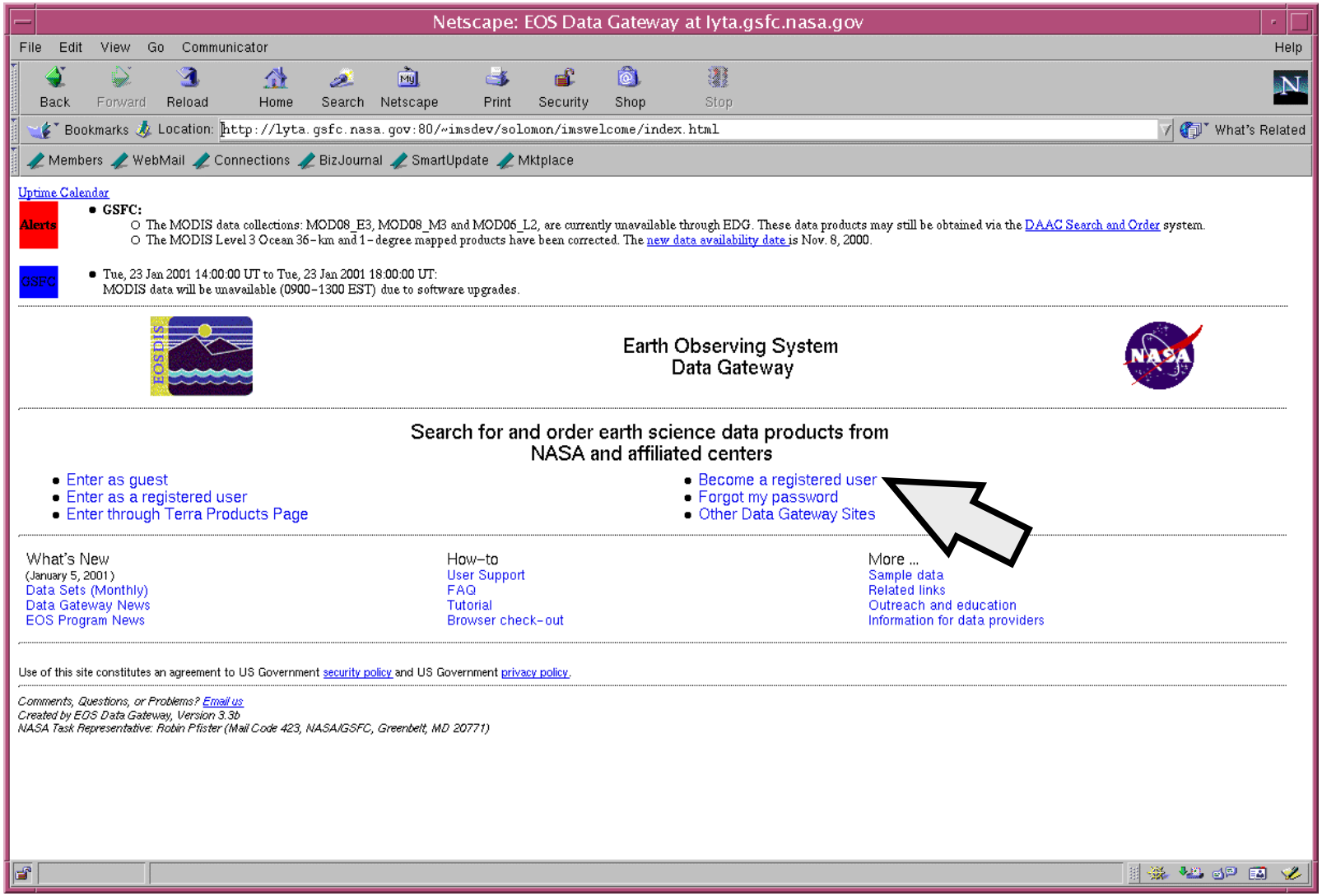
***Note*: Control buttons at the bottom of the screen do not appear on the tool accessed at the local site.**

Creating a User Account

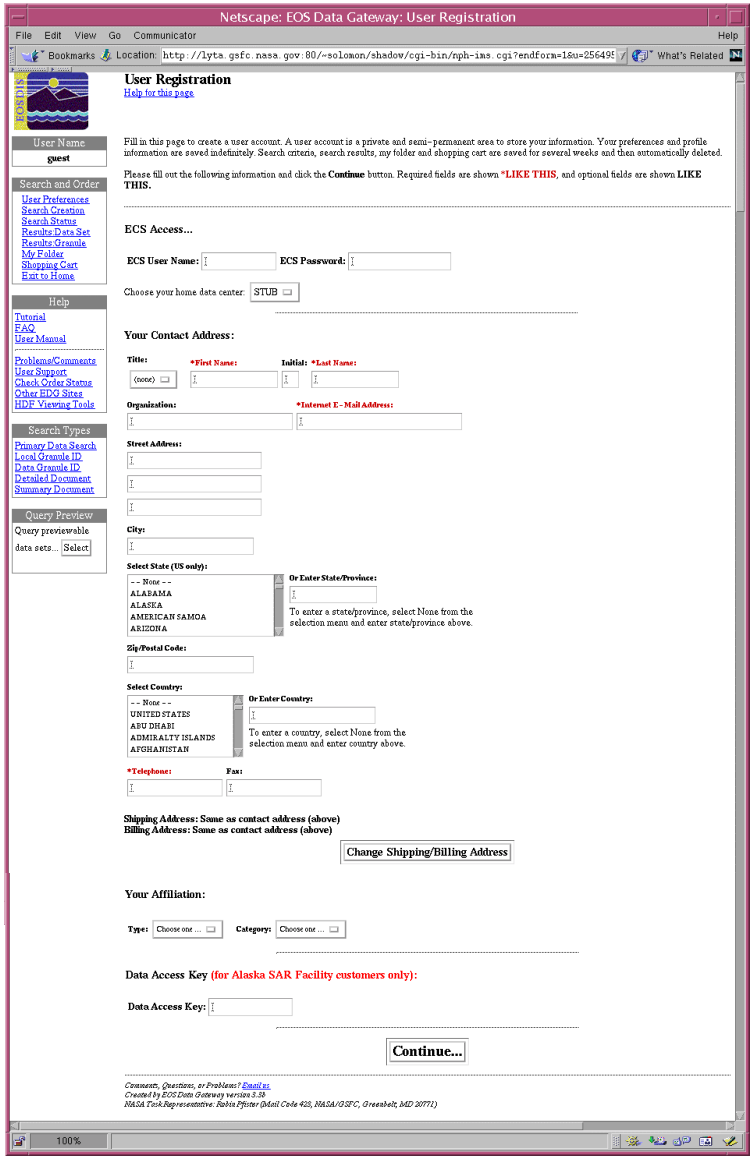


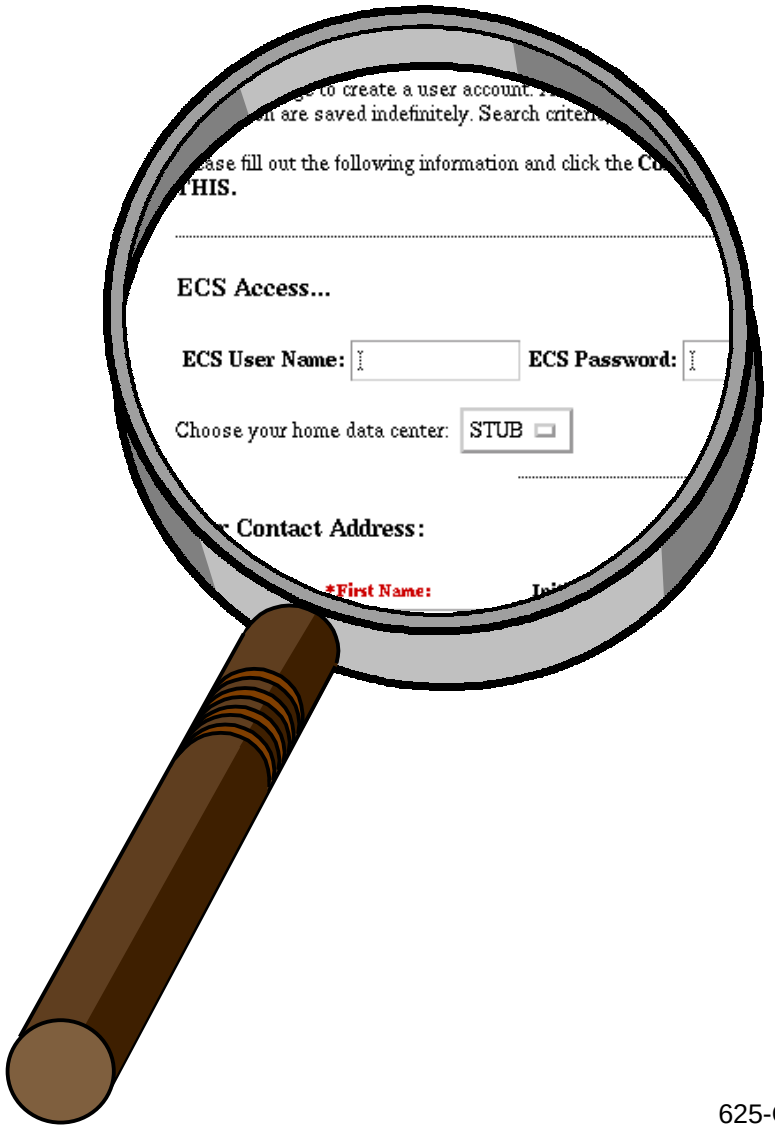
- **User registration begins when a user requests ECS data services**
  - **Request by mail, telephone, e-mail, fax, or in person**
  - **Can refer a user to Universal Reference Locator (URL) for the EOS Data Gateway (EDG)**
    - **http://redhook.gsfc.nasa.gov/~imswww/pub/imswelcome/**
    - **Link to Become a Registered User**
  - **Can enter registration data on behalf of user**
  - **Call user directly to obtain any missing data**
- **User information is entered into the system in five categories:**
  - **Personal Information**
  - **Mailing Address**
  - **Shipping Address**
  - **Billing Address**
  - **Account Information**

EOS Data Gateway Welcome Page

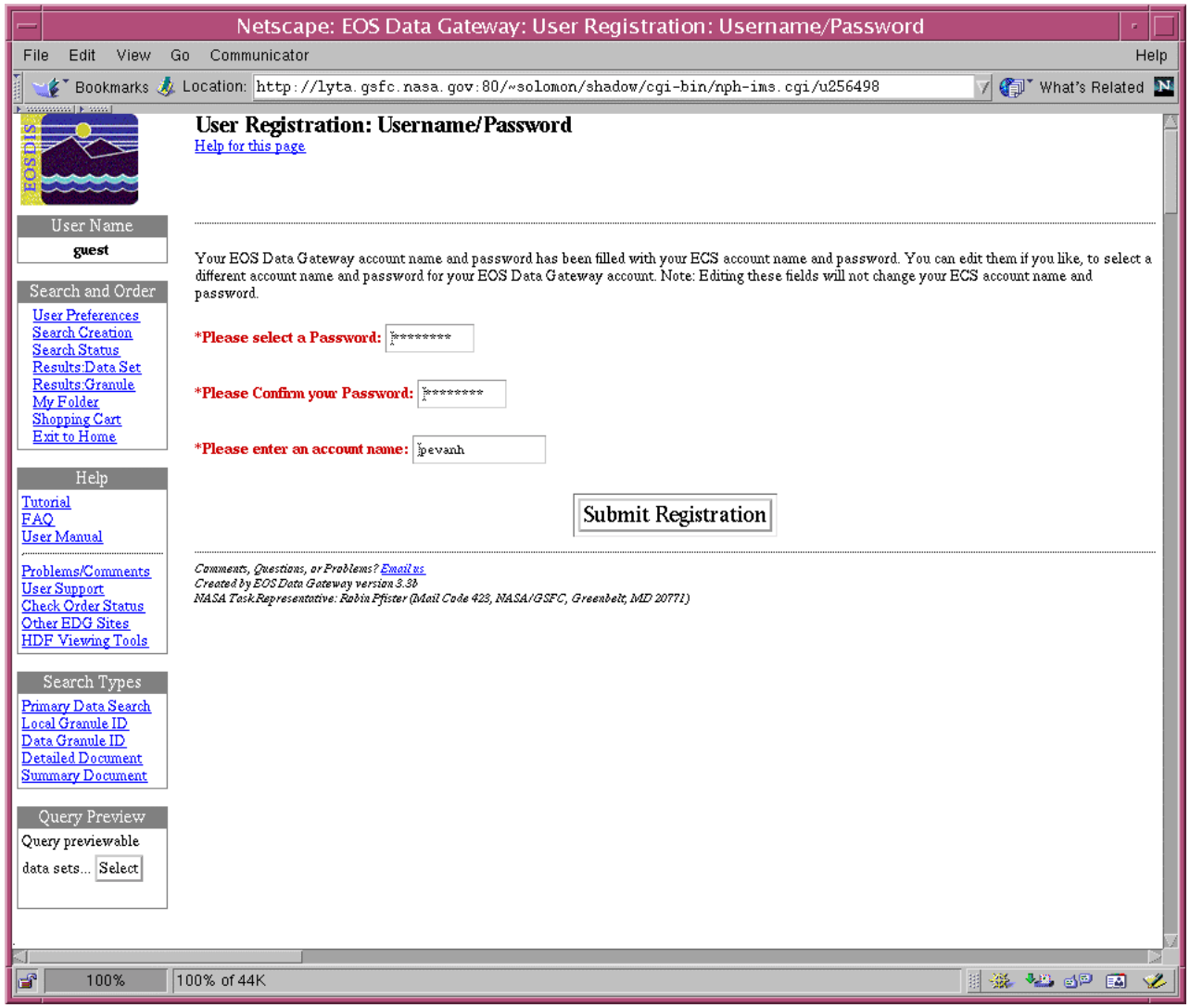


User Registration Web Page

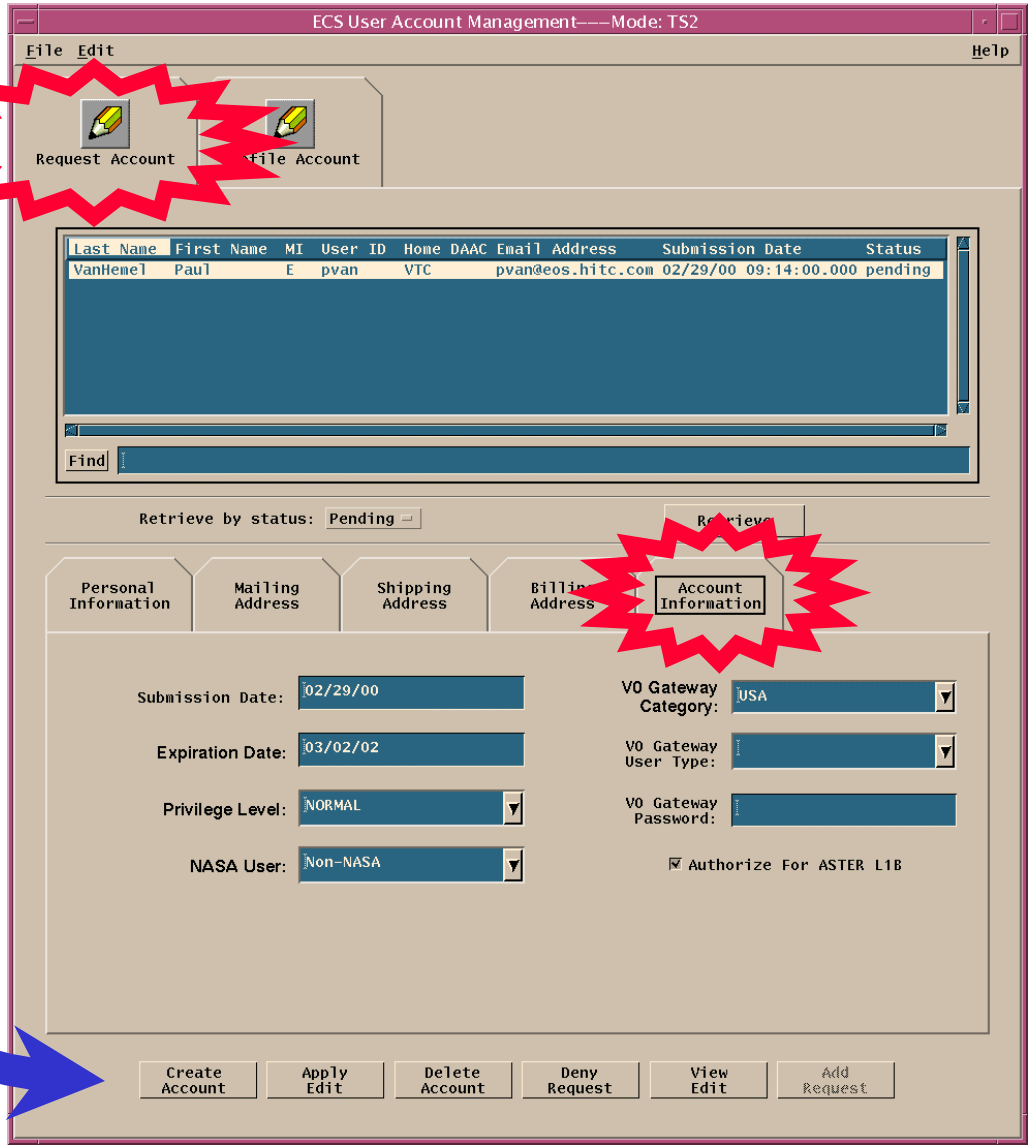




User Registration: Username/Password Form



Request Account Screen
Account Information

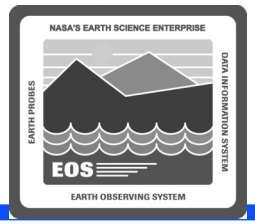


***Note*: Control buttons at the bottom of the screen appear only on the tool accessed remotely at the SMC.**

Request Account Screen
Personal Information

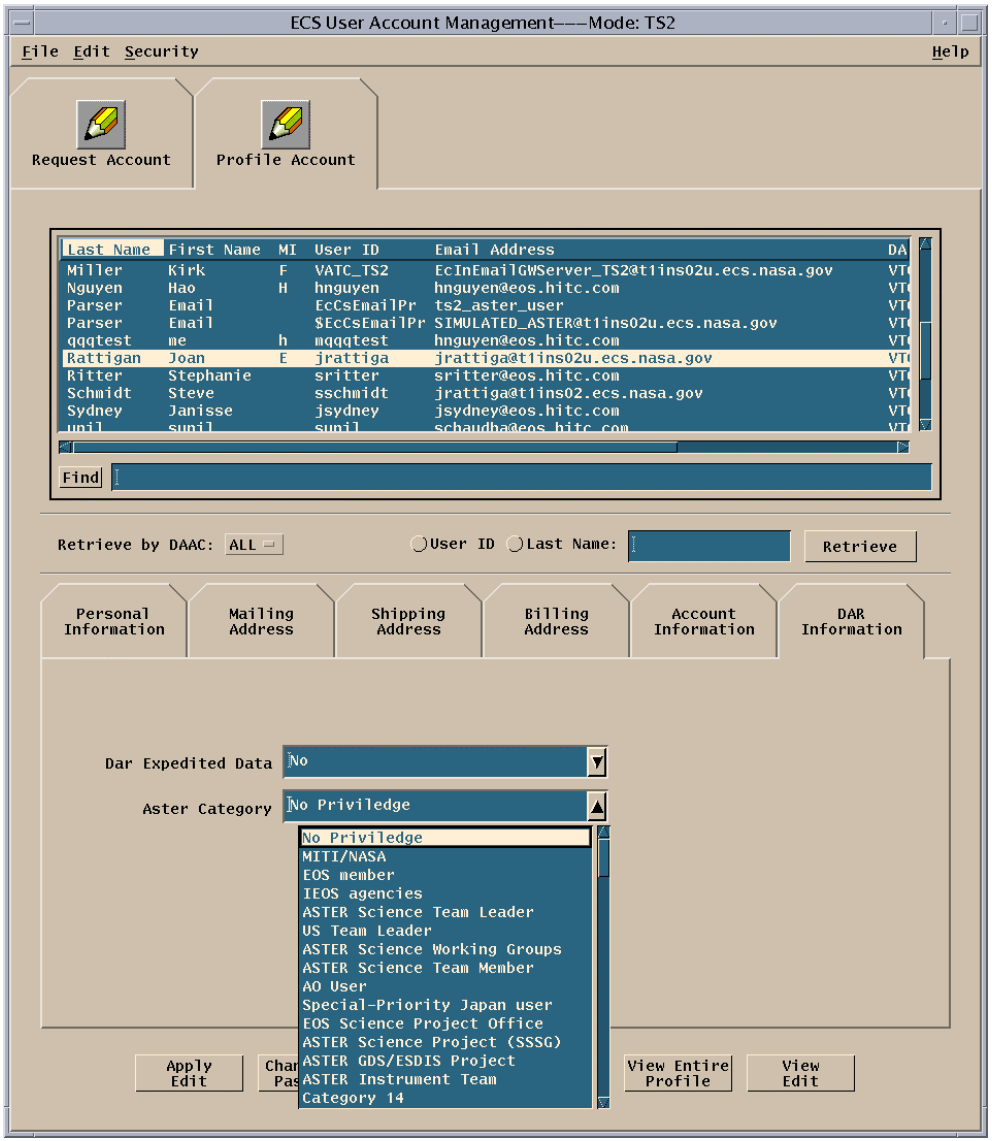
***Note*: Control buttons at the bottom of the screen appear only on the tool accessed remotely at the SMC.**

Adding Privileges



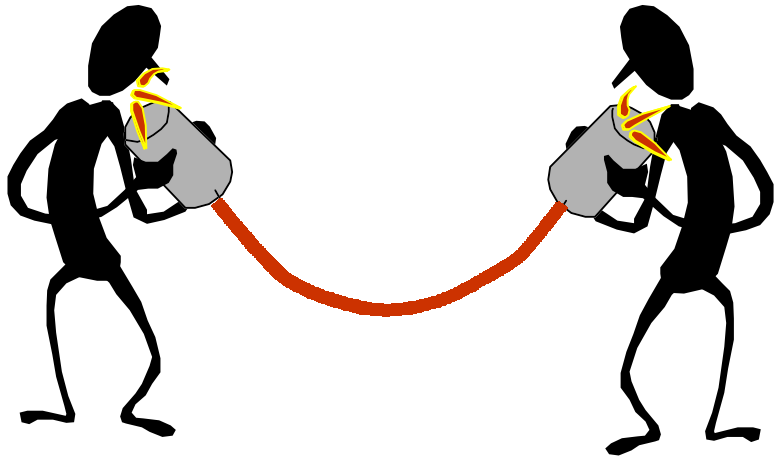
- **ECS user registration through the EOS Data Gateway web page creates basic ECS account**
- **Users who need authorization for special access request privileges through User Services**
  - **Data Acquisition Request (DAR) submission**
  - **On-Demand Form Request Manager use for special ASTER L1B or Digital Elevation Model (DEM) products**
  - **Access to restricted granules**
- **User Services logs in at SMC to use the Account Management tools to modify the account to include the privileges**

Profile Account Screen
DAR Information



Edit/Modify an Existing Account

- **User Services has responsibility to maintain ECS user accounts**
  - **Maintain contact with user to confirm continued accuracy of information**
  - **Verify applicability of address change notice; do not assume change applies to all**
    - **Billing address**
    - **Shipping address**
    - **Mailing address**
  - **Account information**
  - **Personal information**

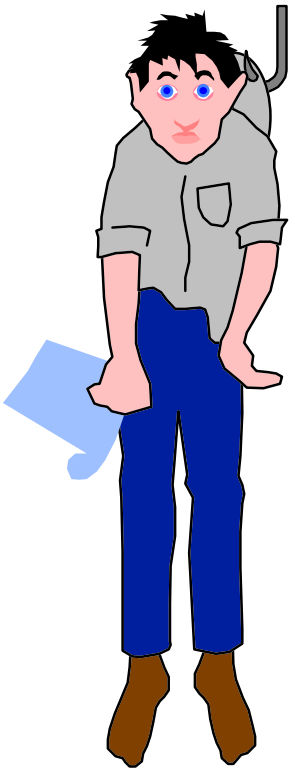


Delete an ECS Account

- **User Services representative may delete an ECS user account from the database, upon management instruction or user request**
  - **Uses ECS User Account Management tool**
  - **Retrieve and verify account**
  - **Remove account from database**

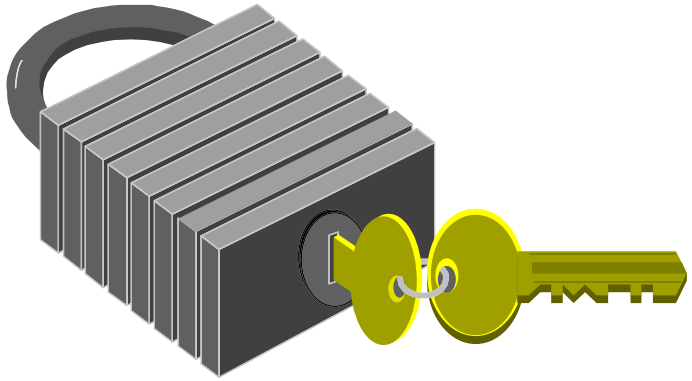
Cancel an ECS Account

- **User Services representative may cancel an ECS user account**
  - **Uses ECS User Account Management tool**
  - **Retrieve and verify account**
  - **Temporarily impose probation on user's privileges (for cause)**
  - **Establish an expiration date, upon which account will be deleted from database unless cause of probation is removed**



Change an ECS User's Password

- **To replace a password forgotten by a user, User Services may need to provide a new one**
  - **Uses ECS User Account Management tool**
  - **Retrieve and verify account**
  - **Issue new password which must be changed on first use**



Account Management Messages

Message Text	Impact	Cause/Corrective Action
Can Not Connect To The Server. Try again later.	Unable to retrieve a user request or user profile.	Notify the System Administrator that the User Profile Server needs to be started.
Can Not Connect To The Server. Please check DCE login.	Unable to retrieve a user request or user profile.	Login to DCE.
No data found in the database.	No user requests or registered users are entered in the data-base for the selected home DAAC.	None.
The V0GW password and Gate Way User Type can not be Empty.	Cannot complete ac-tion to create a user profile.	Ensure that all required fields have data entered.
Create Register User Failed Please check log file for error.	Cannot complete ac-tion to create a user profile.	Check User Profile Server log files for possible Sybase or DCE errors; notify DCE Administrator and/or Data-base Administrator of problem.

Account Mgmt. Messages (Cont.)

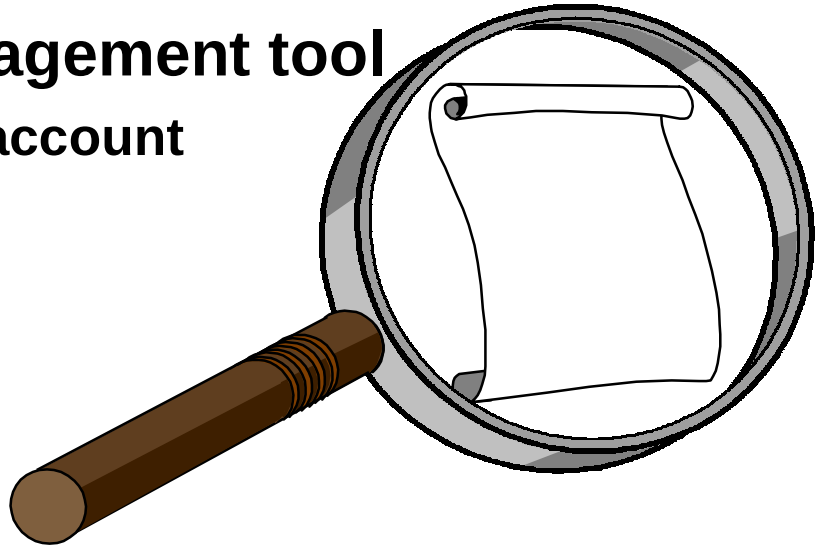
Message Text	Impact	Cause/Corrective Action
Delete request user failed.	Unable to delete a user request.	Check User Profile Server log files for possible Sybase or DCE errors; notify DCE Administrator and/or Database Administrator of problem.
Update Failed for Register User Please try again.	Unable to update a user request.	Check User Profile Server log files for possible Sybase or DCE errors; notify DCE Administrator and/or Database Administrator of problem.
The First Name, Last Name, Telephone number and Email Address can not be Empty.	Cannot complete action to create a user profile.	Ensure that all required fields have data entered.
Insert has failed for Regist User, Please try again.	Cannot complete action to create a user profile.	Check User Profile Server log files for possible Sybase or DCE errors; notify DCE Administrator and/or Database Administrator of problem.
Delete failed for Register User Please try again.	Unable to delete a user request.	Check User Profile Server log files for possible Sybase or DCE errors; notify DCE Administrator and/or Database Administrator of problem.
Update failed for profile database Please try again.	Unable to update a user profile.	Check User Profile Server log files for possible Sybase or DCE errors; notify DCE Administrator and/or Database Administrator of problem.
DCE cell admin password can not be empty.	Cannot log in as DCE administrator.	Add entry in the appropriate field.
V0 GateWay password is empty. The password is not updated.	Unable to update V0 Gateway password.	Add entry in the appropriate field.
V0 GateWay password Failed. Please try again.	Unable to change V0 Gateway password.	Check User Profile Server log files for possible Sybase or DCE errors; notify DCE Administrator and/or Database Administrator of problem.
Delete failed for profile database Please try again.	Unable to delete user profile.	Check User Profile Server log files for possible Sybase or DCE errors; notify DCE Administrator and/or Database Administrator of problem.
No e-mail address.	Unable to change Aster category or delete a DAR privilege.	Add e-mail address in the configuration file.

Account Management Log Files

- **Check log files; review with UNIX editor (e.g., *pg*, *view*, *vi*, *more*, *tail*)**
  - **EcMsAcRegUserSrvrDebug.log**
  - **EcMsAcRegUserSrvr.ALOG**
- **If evidence of DCE error, notify System Administrator and/or DCE Administrator**
- **If evidence of Sybase error, notify Database Administrator**

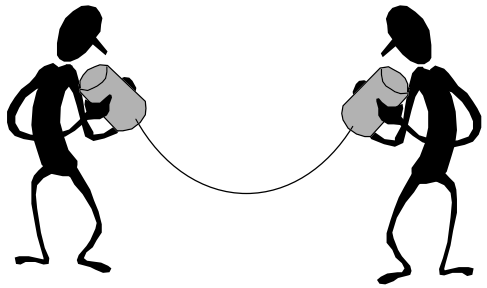
Processing an Order

- **Some users may prefer not to use the Search and Order tool directly**
  - **Orders by telephone projected to be a daily occurrence**
  - **User Services representative places order for the user**
- **User Contact Log/Trouble Ticket tool**
  - **Create/update user contact log record**
- **ECS User Account Management tool**
  - **Retrieve and verify user account**
- **Search and Order tool**
  - **Locate data**
  - **Order data**



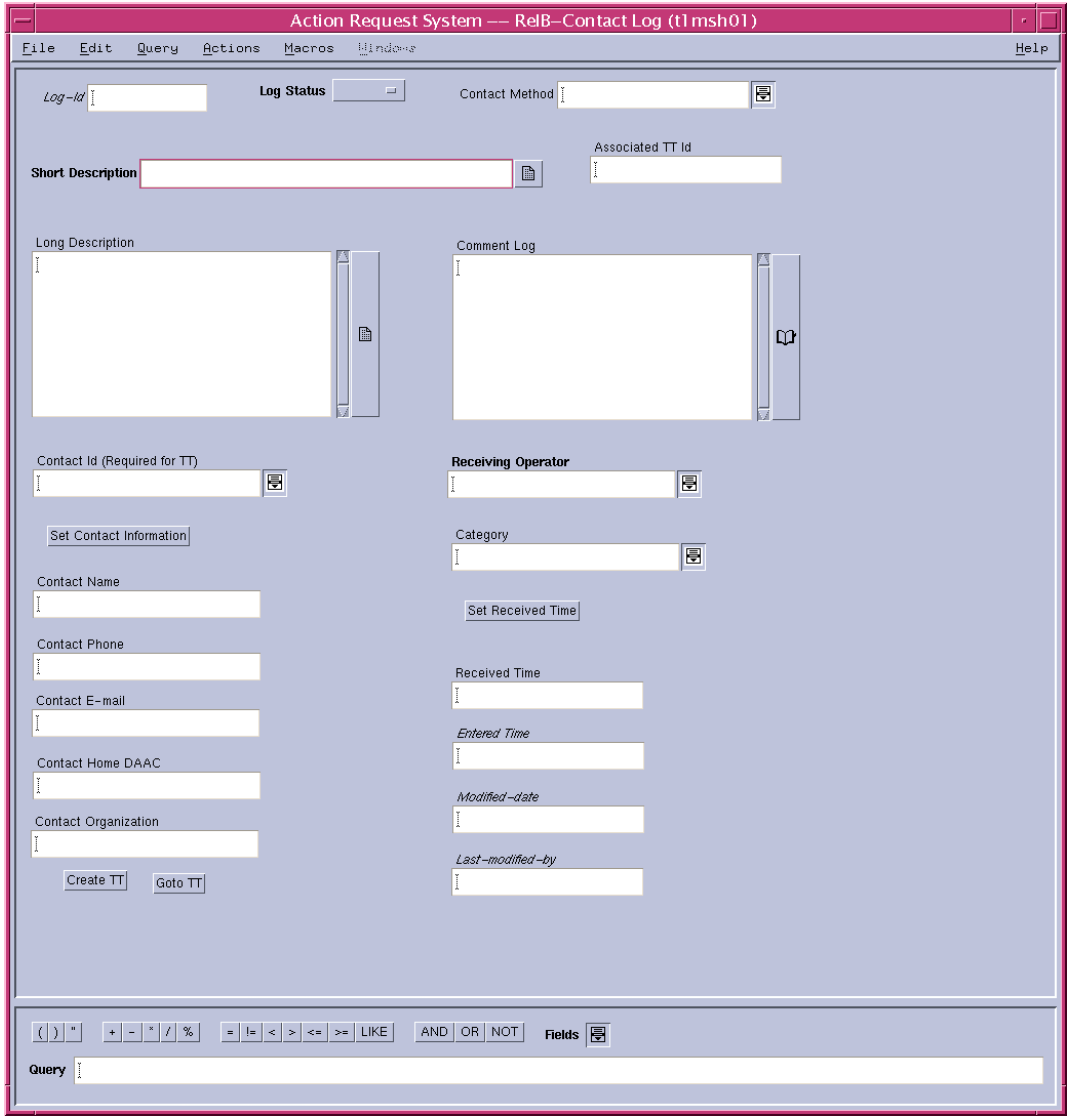
Create User Contact Log Record

- **Any User Services event (user contact) is a cue for the User Services representative to create a record in the User Contact Log**
  - **Each record is assigned a unique Log ID**
  - **Contact (user) data (e.g., name, telephone number, e-mail address, home DAAC, organization)**

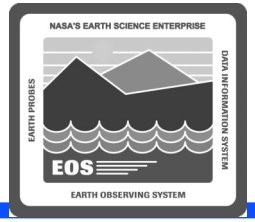


- **Four User Contact Log screens**
  - **Submit: to create new records**
  - **Display: to display existing records and generate reports**
  - **Edit: to make changes to existing records**
  - **Entry: to access the other screens**

User Contact Log Entry Screen

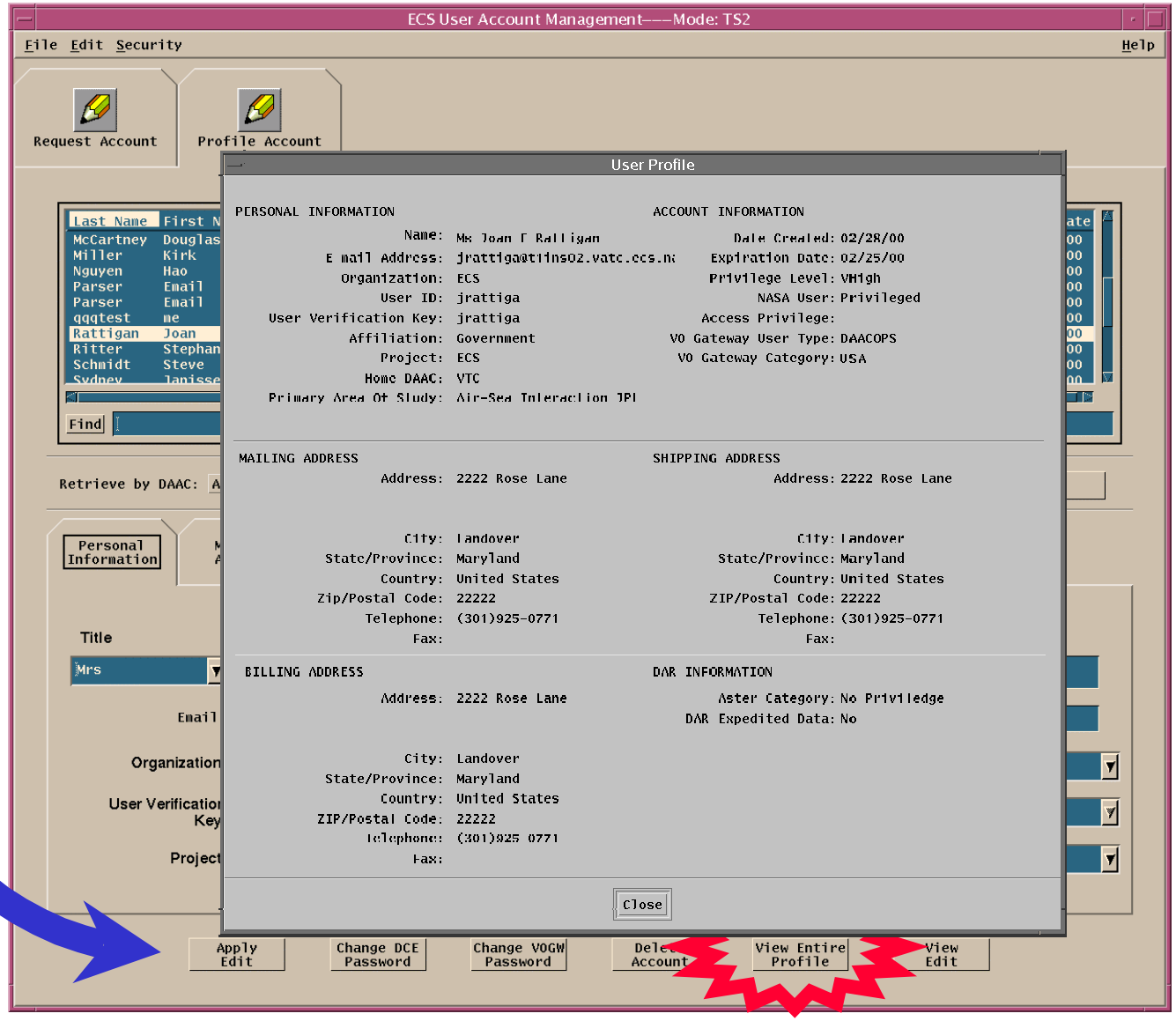


Verify User Account



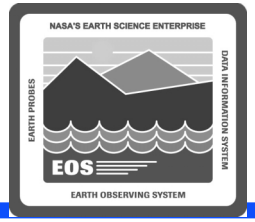
- **ECS User Account Management Tool at SMC**
  - **Profile Accounts: Account Information or Personal Information**
  - **Profile Accounts: User Profile**
    - **Summarizes all user data**
    - **Display only**

View Entire Profile Screen



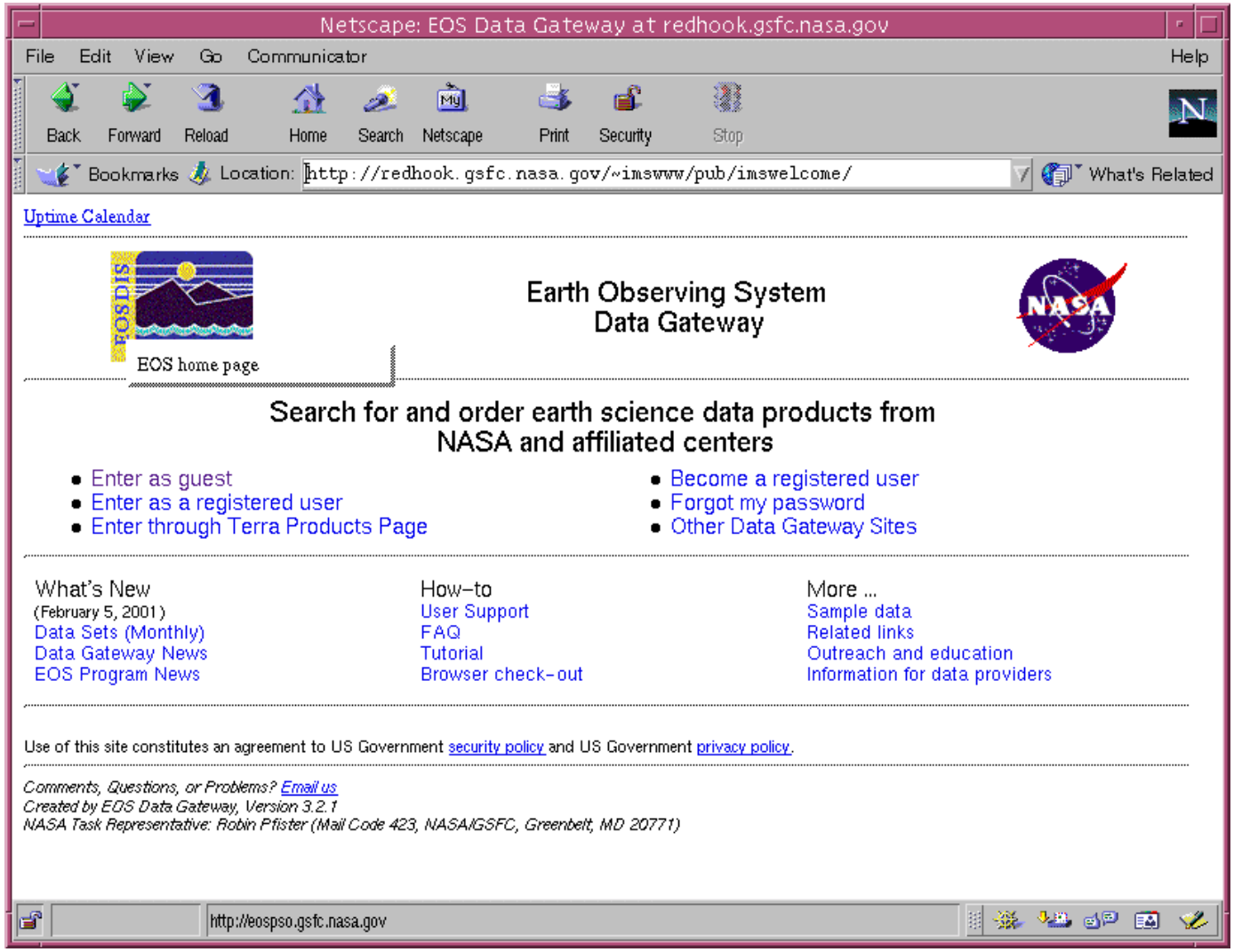
***Note*: Available only on the tool accessed remotely at the SMC.**

Data Search and Order

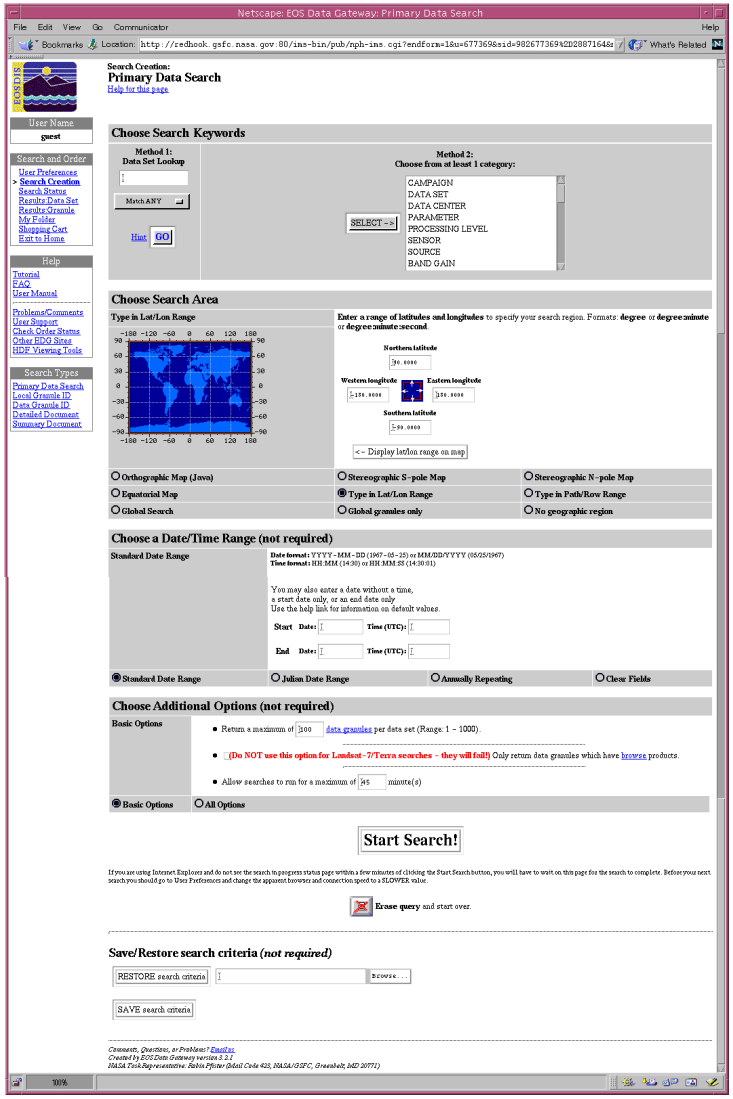


- **Guidance available on the WWW:**
  http://redhook.gsfc.nasa.gov/~imswww/pub/imswelcome/
  - **Web Gateway Users' Manual: technical information**
  - **Frequently Asked Questions: captures commonly sought information, terminology, search, data, and ordering**
  - **Tutorial: introduction to the tool and how to find and order data**
- **Approaches available for user**
  - **Web-based Search and Order tool: EOS Data Gateway Web Client**
    http://redhook.gsfc.nasa.gov/~imswww/pub/imswelcome/
  - **Data center-specific searches: specialized tools**
  - **Let User Services do it: EOS Data Gateway Web Client**

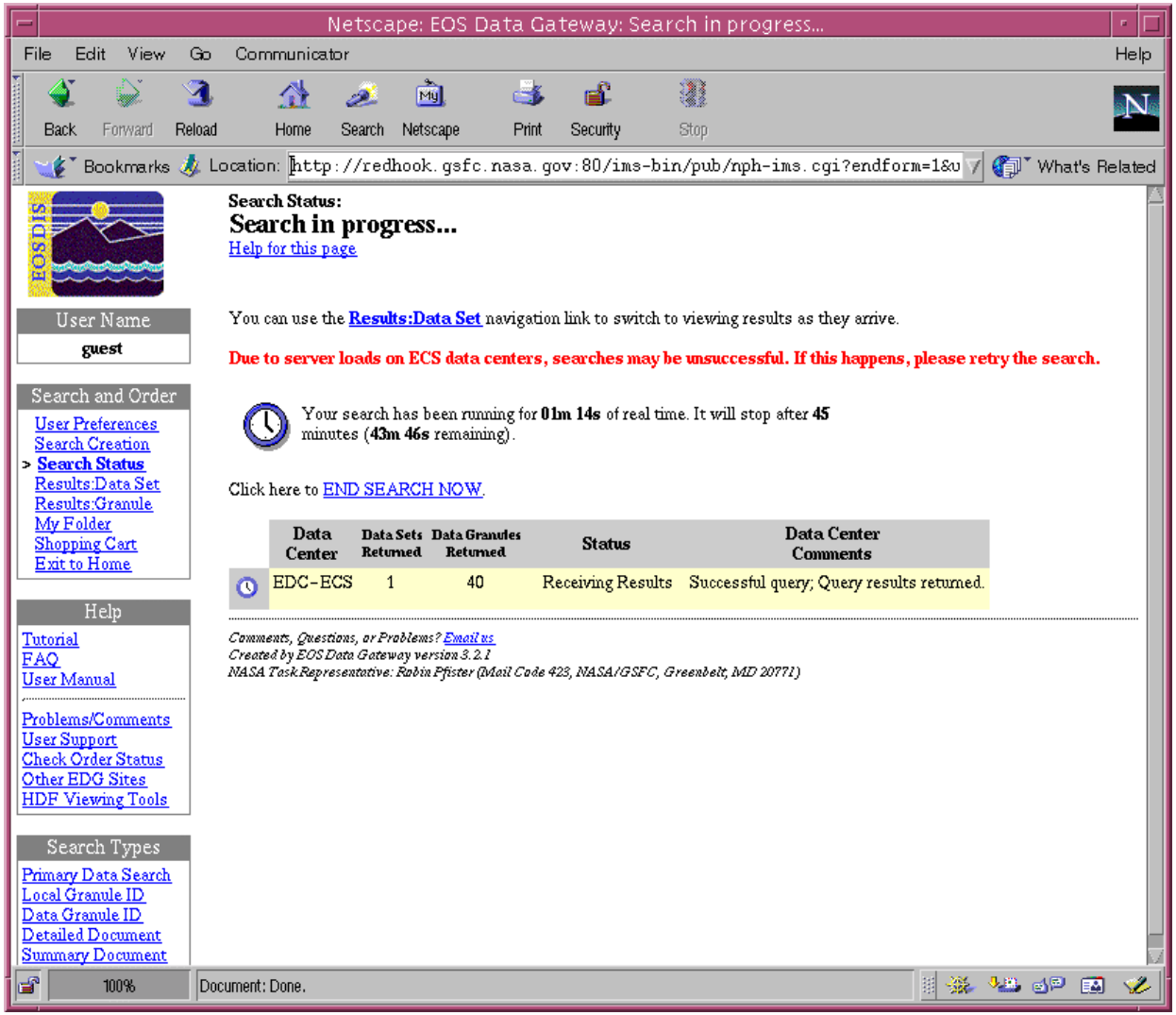
Search and Order Tool Welcome Screen (EOS Data Gateway)



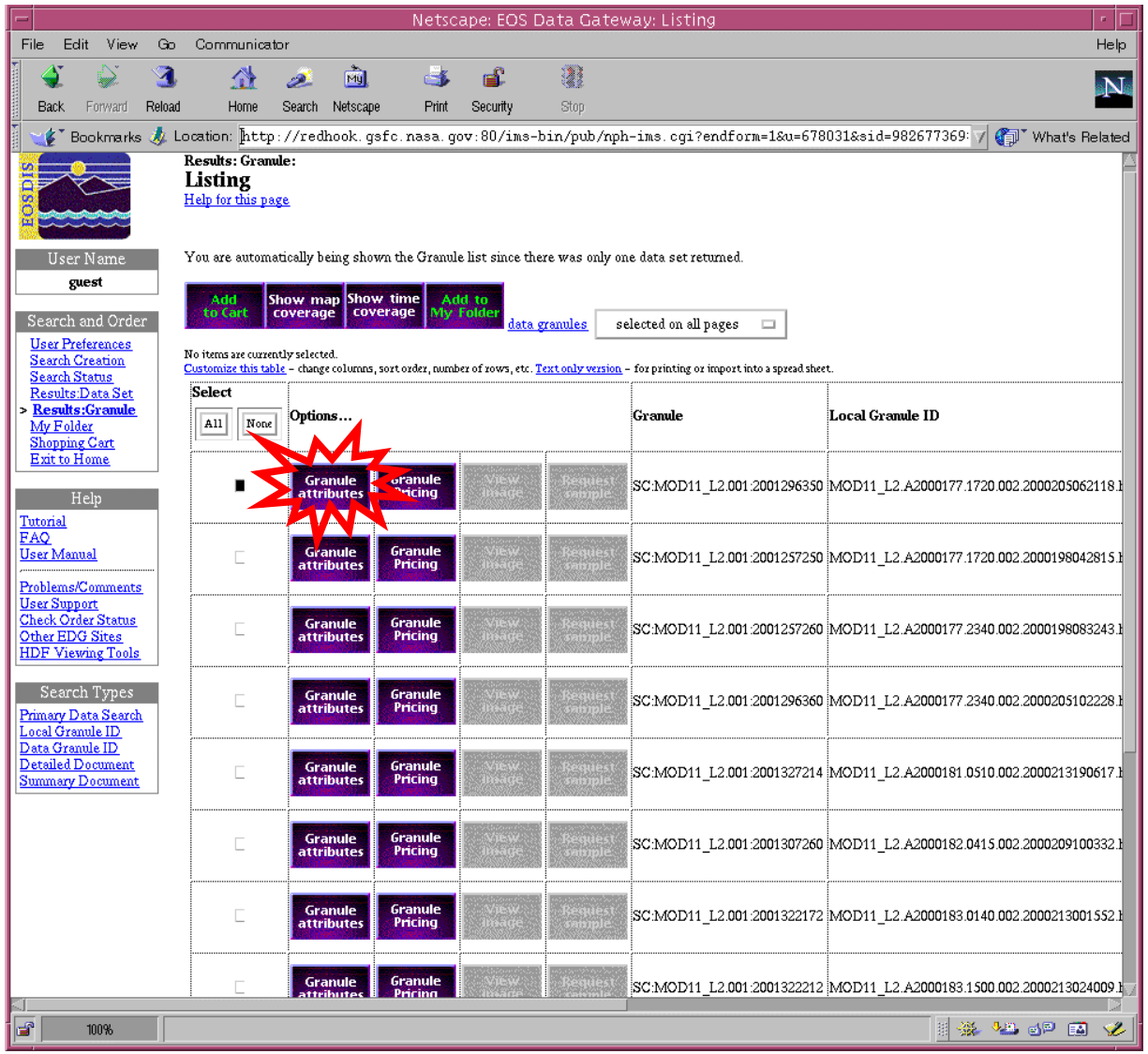
Primary Data Search Screen



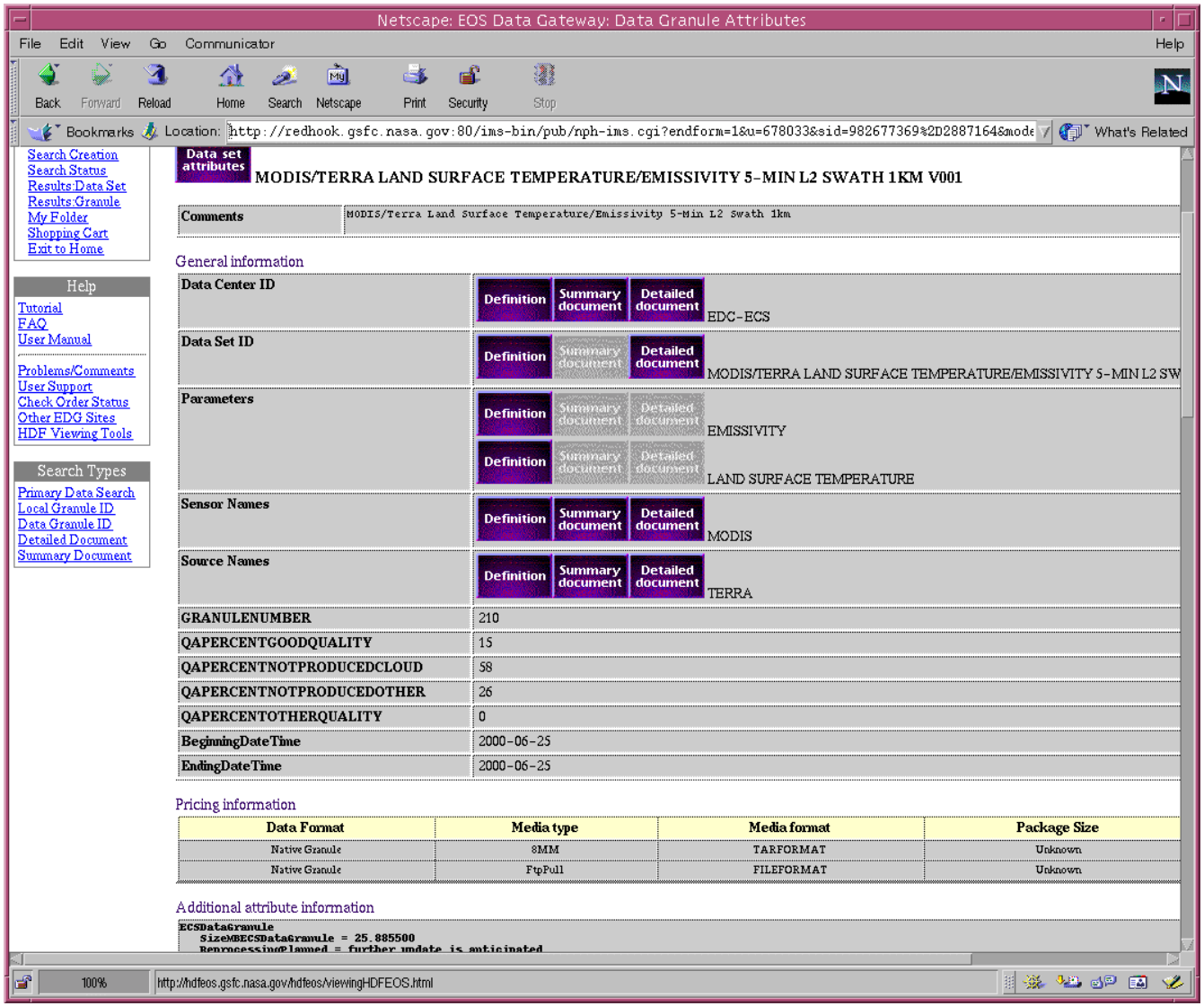
Search In Progress Screen



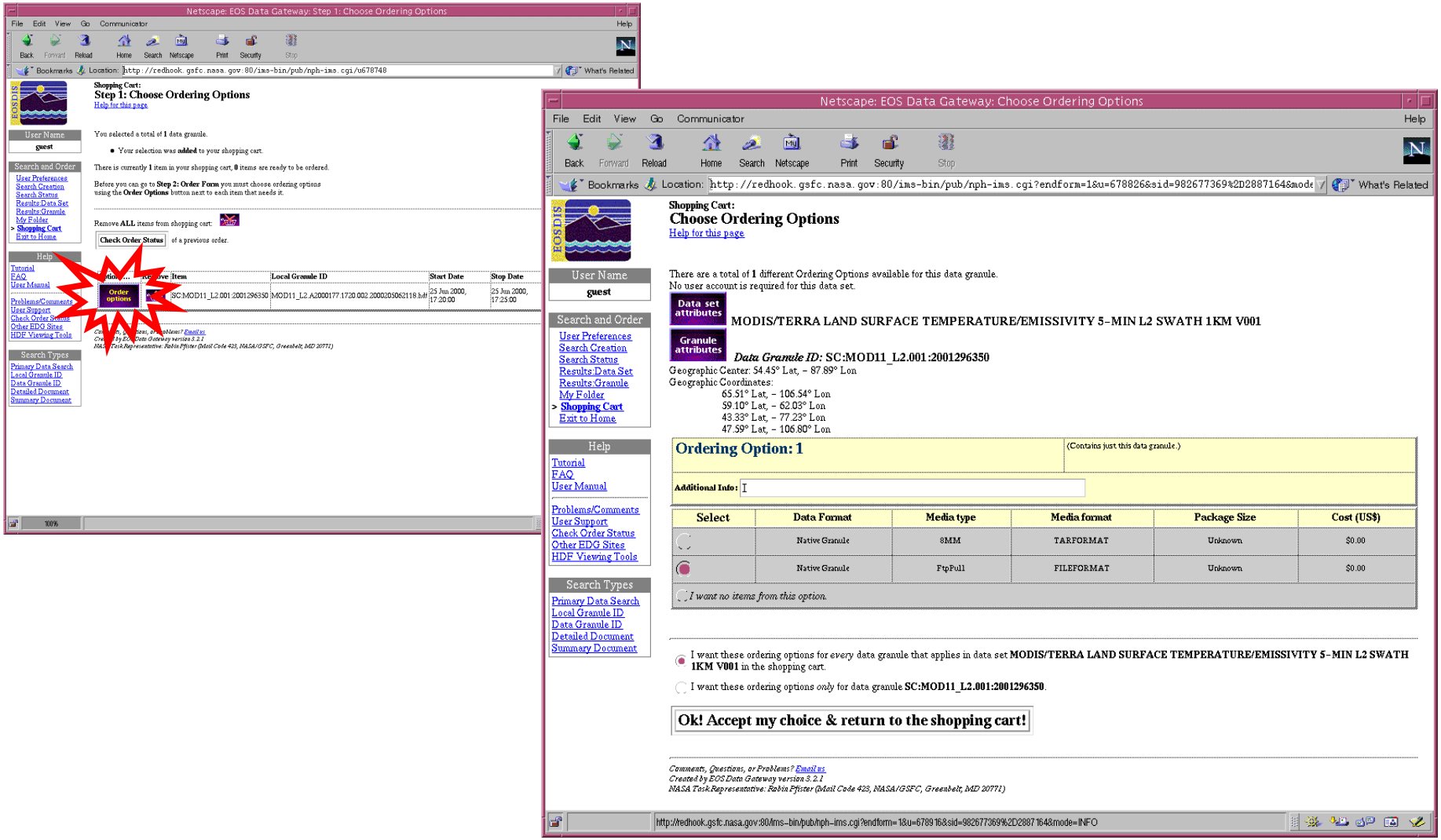
Results: Granule Listing



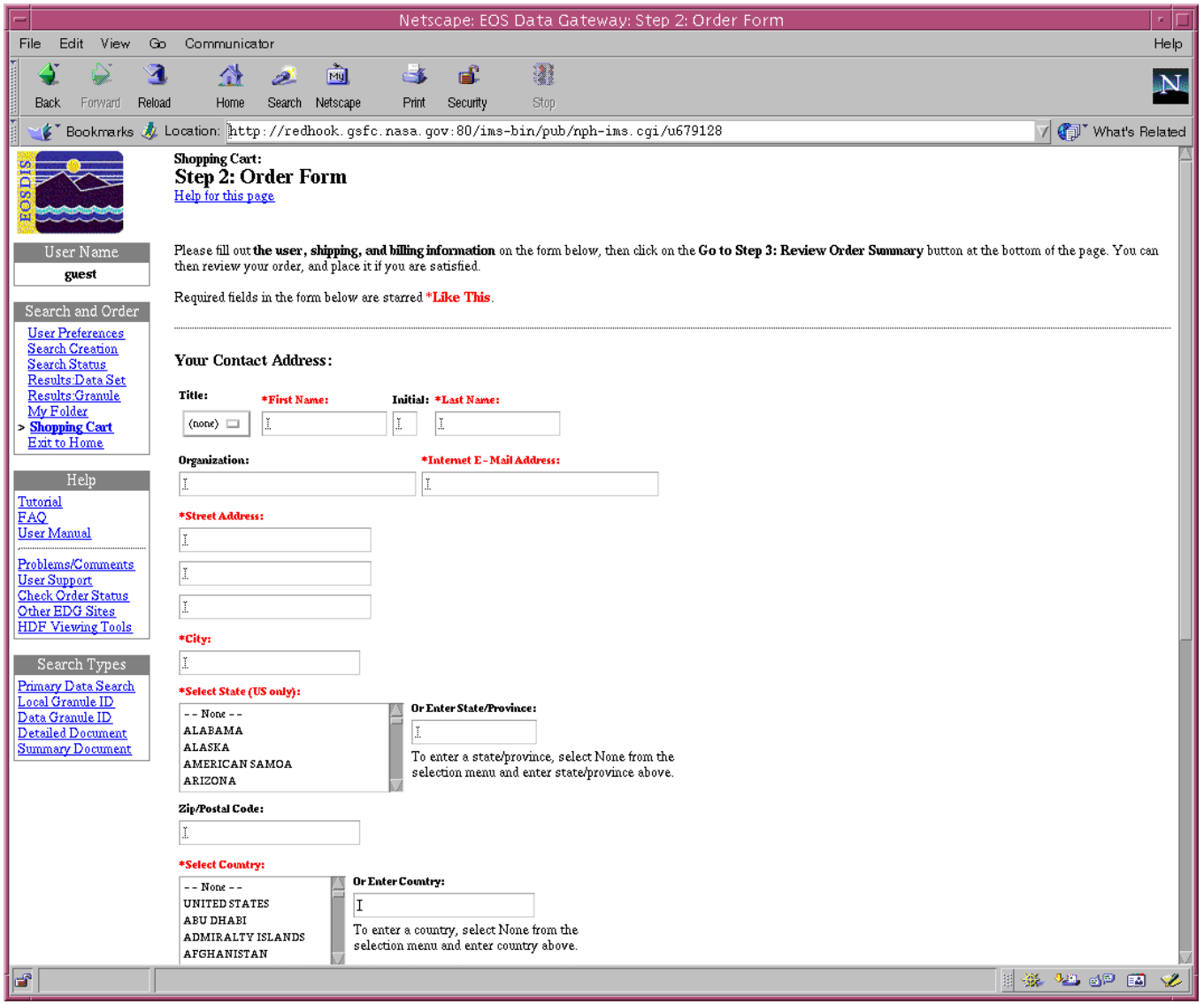
Granule Attributes Screen



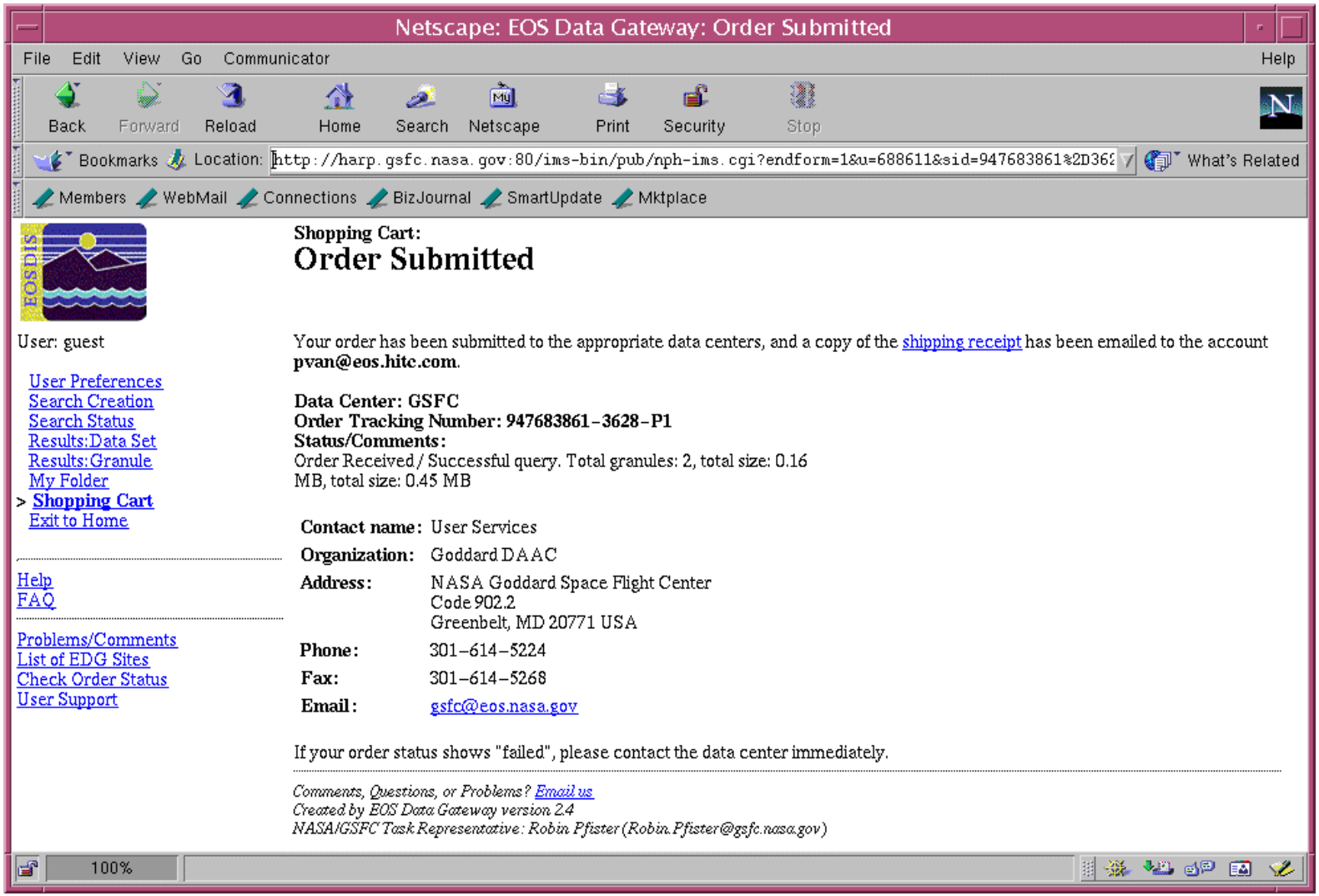
Choose Ordering Options



Order Form


Netscape: EOS Data Gateway: Step 2: Order Form
File Edit View Go Communicator Help
Back Forward Reload Home Search Netscape Print Security Stop
Bookmarks Location: http://redhook.gsfc.nasa.gov:80/ims-bin/pub/nph-ims.cgi/u679128 What's Related
Shopping Cart:
Step 2: Order Form
Help for this page
User Name
guest
Search and Order
User Preferences
Search Creation
Search Status
Results:Data Set
Results:Granule
My Folder
> Shopping Cart
Exit to Home
Help
Tutorial
FAQ
User Manual
Problems/Comments
User Support
Check Order Status
Other EDG Sites
HDF Viewing Tools
Search Types
Primary Data Search
Local Granule ID
Data Granule ID
Detailed Document
Summary Document
Please fill out the user, shipping, and billing information on the form below, then click on the Go to Step 3: Review Order Summary button at the bottom of the page. You can then review your order, and place it if you are satisfied.
Required fields in the form below are starred *Like This.
Your Contact Address:
Title:
*First Name:
Initial:
*Last Name:
(none)
Organization:
*Internet E-Mail Address:
*Street Address:
*City:
*Select State (US only):
-- None --
ALABAMA
ALASKA
AMERICAN SAMOA
ARIZONA
Or Enter State/Province:
To enter a state/province, select None from the selection menu and enter state/province above.
Zip/Postal Code:
*Select Country:
-- None --
UNITED STATES
ABU DHABI
ADMIRALTY ISLANDS
AFGHANISTAN
Or Enter Country:
To enter a country, select None from the selection menu and enter country above.

Order Confirmation



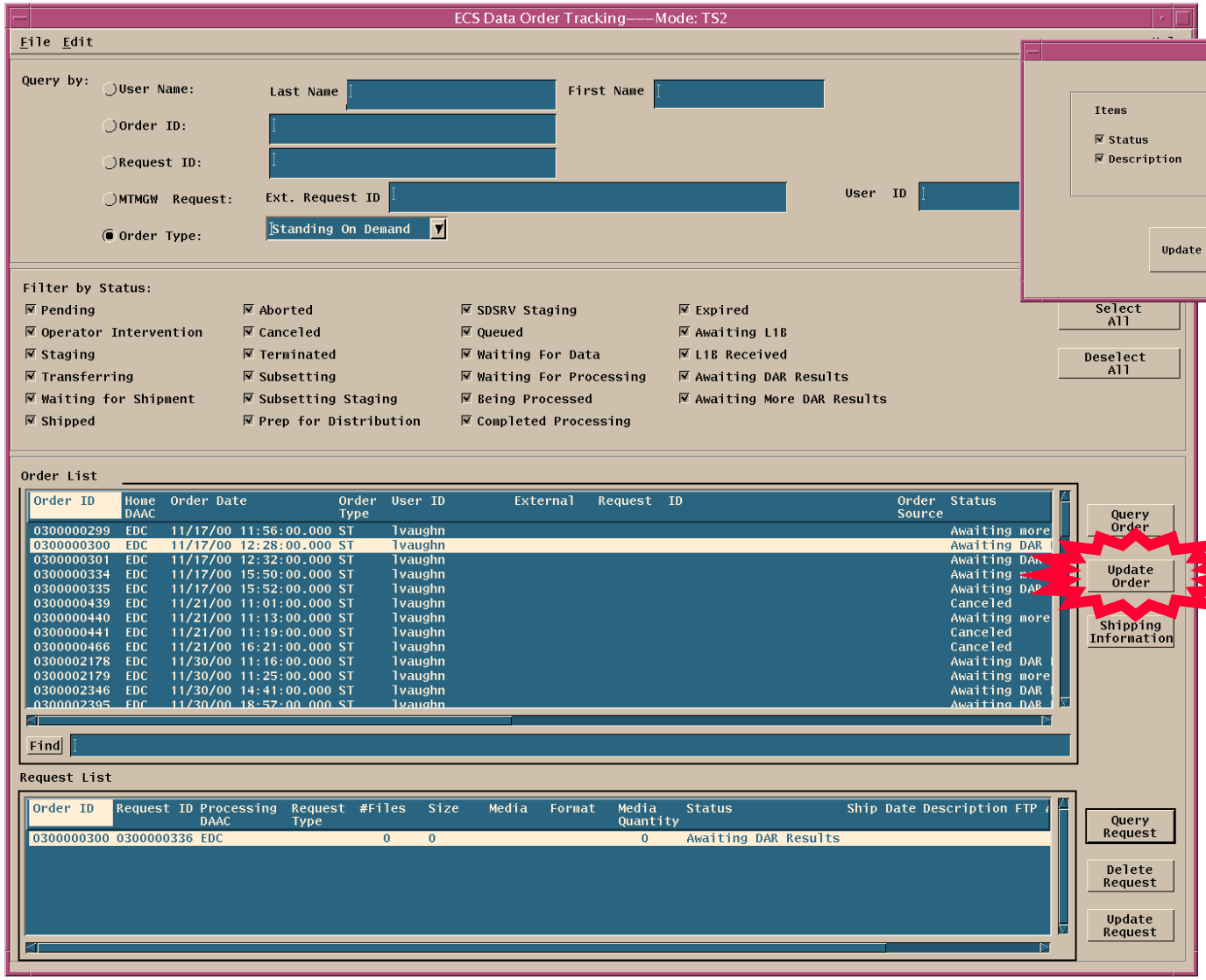
Update User Contact Log

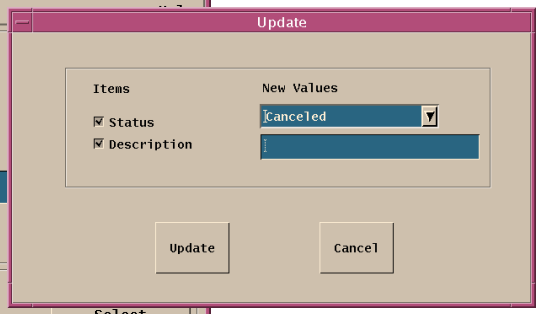
- **Show progress or resolution of the contact**
- **User Contact Log remains open until the request is completed**
- **User Contact Log record can be modified several times before the request is completed**
- **For each modification, the log displays:**
  - **the operator that made the modification**
  - **the date and time of the modification**

Cancel/Track an Order

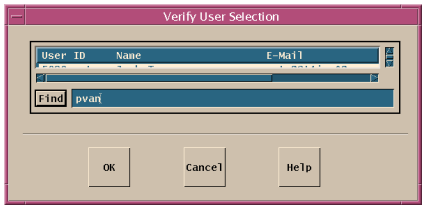
- Create a User Contact Log record
- Validate the user
- ECS Order Tracking (New)
- Cancel Order (New)
- Update User Contact Log

ECS Order Tracking Screens

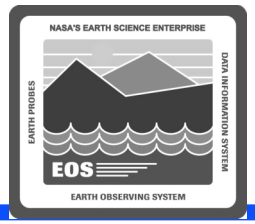




Verify User Selection dialog may appear upon clicking the **Query Order** button



Order Tracking



- **Order Tracking tool permits several query options**
  - **User Name (multiple hits bring Verify User Selection)**
  - **Order ID (unique ID assigned when order is placed)**
  - **Request ID (for large orders, Data Server may partition the order and assign more than one Request ID)**
  - **MTMGW (Machine-To-Machine Gateway by External Order ID or User ID)**
  - **Order Type (All, Standard, On Demand, Standing On Demand, MTMGW)**
- **Filters to reduce number of orders displayed**
- **To cancel a highlighted order, click on *Update Order* button and set status to *Canceled***

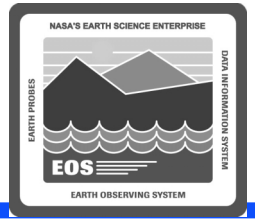
Order Tracking Messages

Message Text	Impact	Cause/Corrective Action
No requests found for the order.	A retrieved order has no specific requests.	None.
Unable to read from the Request Database. Try again later.	Unable to retrieve a specified request.	Check Order Tracking Server log files for possible DCE, network, or server errors; notify DCE Administrator, System/Network Administrator, and/or Database Administrator of problem.
Unable to read from the Order Database. Try again later.	Unable to retrieve a specified order.	Check Order Tracking Server log files for possible DCE, network, or server errors; notify DCE Administrator, System/Network Administrator, and/or Database Administrator of problem.
No orders were found.	A specified order number is not found in the database.	None.
Please select a request first.	Clicking on Update Request button or Delete Request button does not update or delete request.	Click on a request to select it before clicking on Update Request button or Delete Request button.
No orders match the request ID.	A specified request number is not found in the database.	None.
The order is no longer in the database.	A specified order number cannot retrieve an order.	None.

Order Tracking Messages (Cont.)

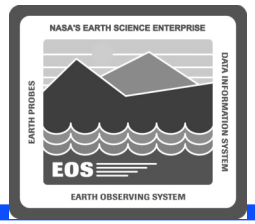
Message Text	Impact	Cause/Corrective Action
Please select an order first.	Clicking on Update Order button or Delete Order button does not update or delete order.	Click on an order to select it before clicking on Update Request button or Delete Request button.
Please delete the corresponding requests first!	Unable to delete a specified order.	The order to be deleted has some requests associated with it. Delete the requests first, and then delete the order.
Unable to delete order in the Order Database. Try again later.	A specified order cannot be deleted.	Check Order Tracking Server log files for possible DCE, network, or server errors; notify DCE Administrator, System/Network Administrator, and/or Database Administrator of problem.
Unable to delete request in the Order Database. Try again later.	A specified request cannot be deleted.	Check Order Tracking Server log files for possible DCE, network, or server errors; notify DCE Administrator, System/Network Administrator, and/or Database Administrator of problem.
Server error, can not update order.	A specified order cannot be updated.	Check Order Tracking Server log files for possible DCE, network, or server errors; notify DCE Administrator, System/Network Administrator, and/or Database Administrator of problem.

Order Tracking Log Files



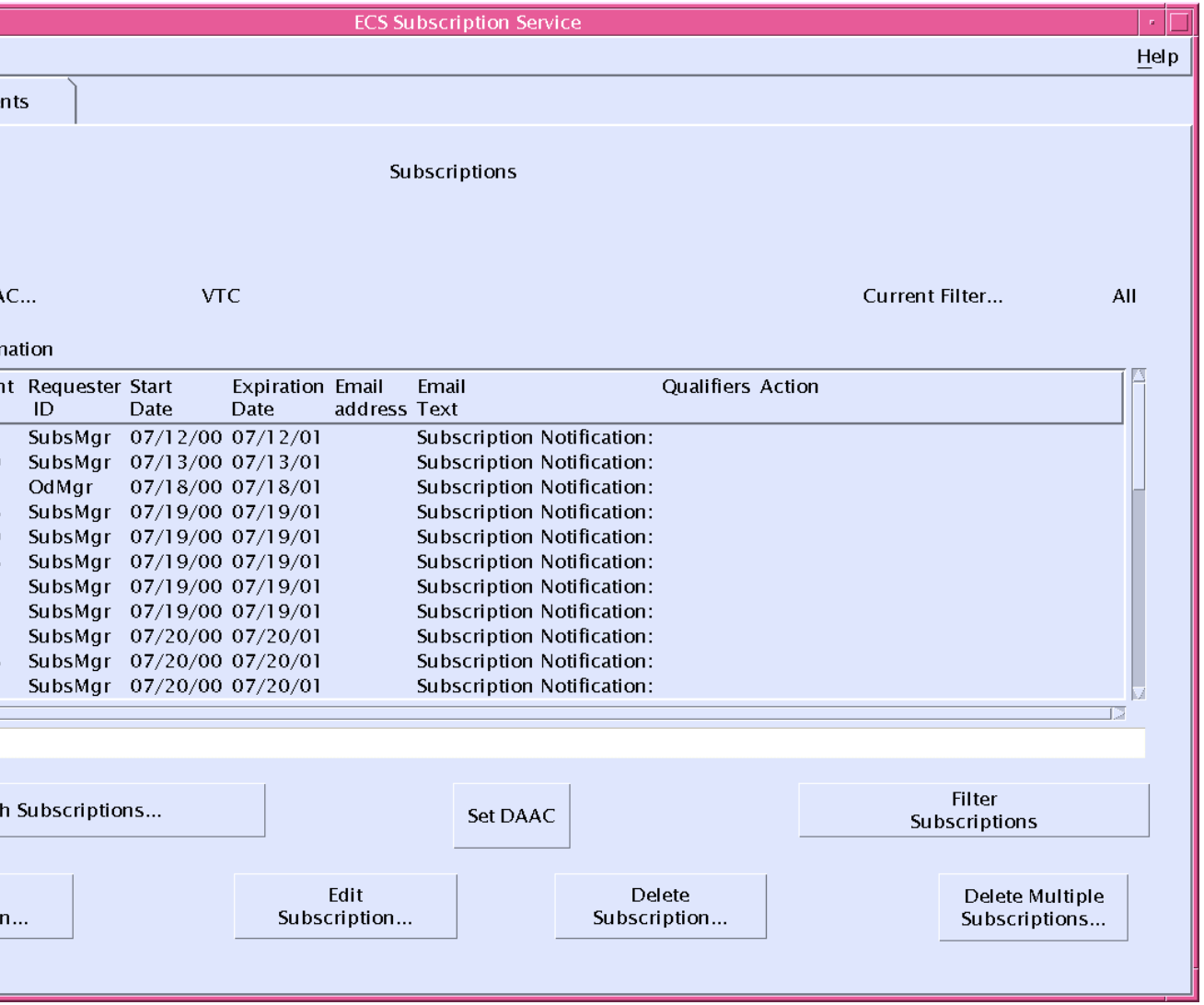
- **Check log files; review with UNIX editor (e.g., *pg*, *view*, *vi*, *more*, *tail*)**
  - **EcMsAcOrderSrvrDebug.log**
  - **EcMsAcOrdrSrvr.ALOG**
- **If evidence of DCE or network error, notify System Administrator and/or DCE Administrator**
- **If evidence of Sybase error, notify Database Administrator**

ECS Subscriptions

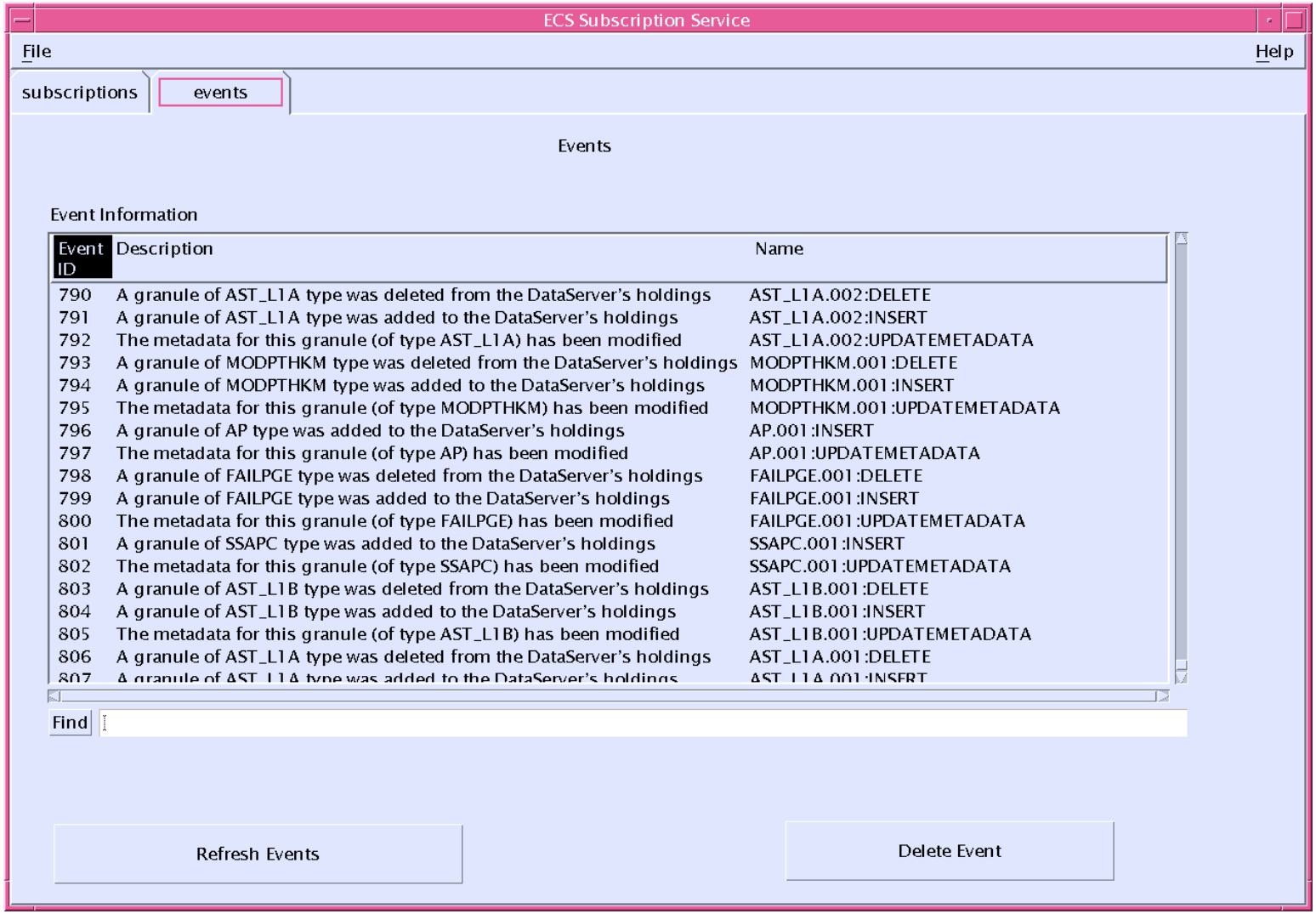


- **Register new events**
  - **Stored in subscription server database**
- **Accept subscriptions**
  - **Accept new subscription requests that specify an action and an event to initiate the action**
  - **Accept subscription update requests**
  - **Validate subscription requests**
- **Process subscriptions upon event notification**
  - **Identify all subscriptions to the specified event**
  - **Process the actions defined in the subscriptions**
    - **E-mail notification**
    - **Direct program interface to other service providers**

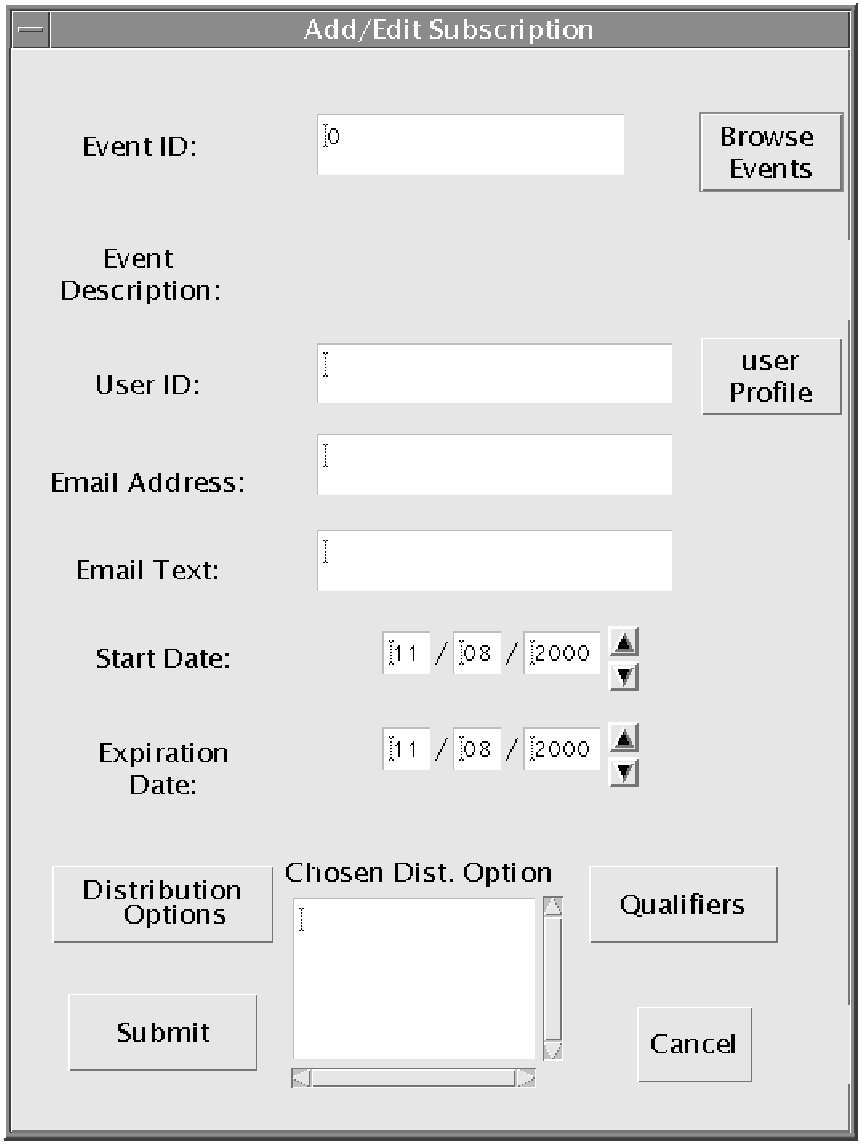
Subscription Editor: Initial Screen



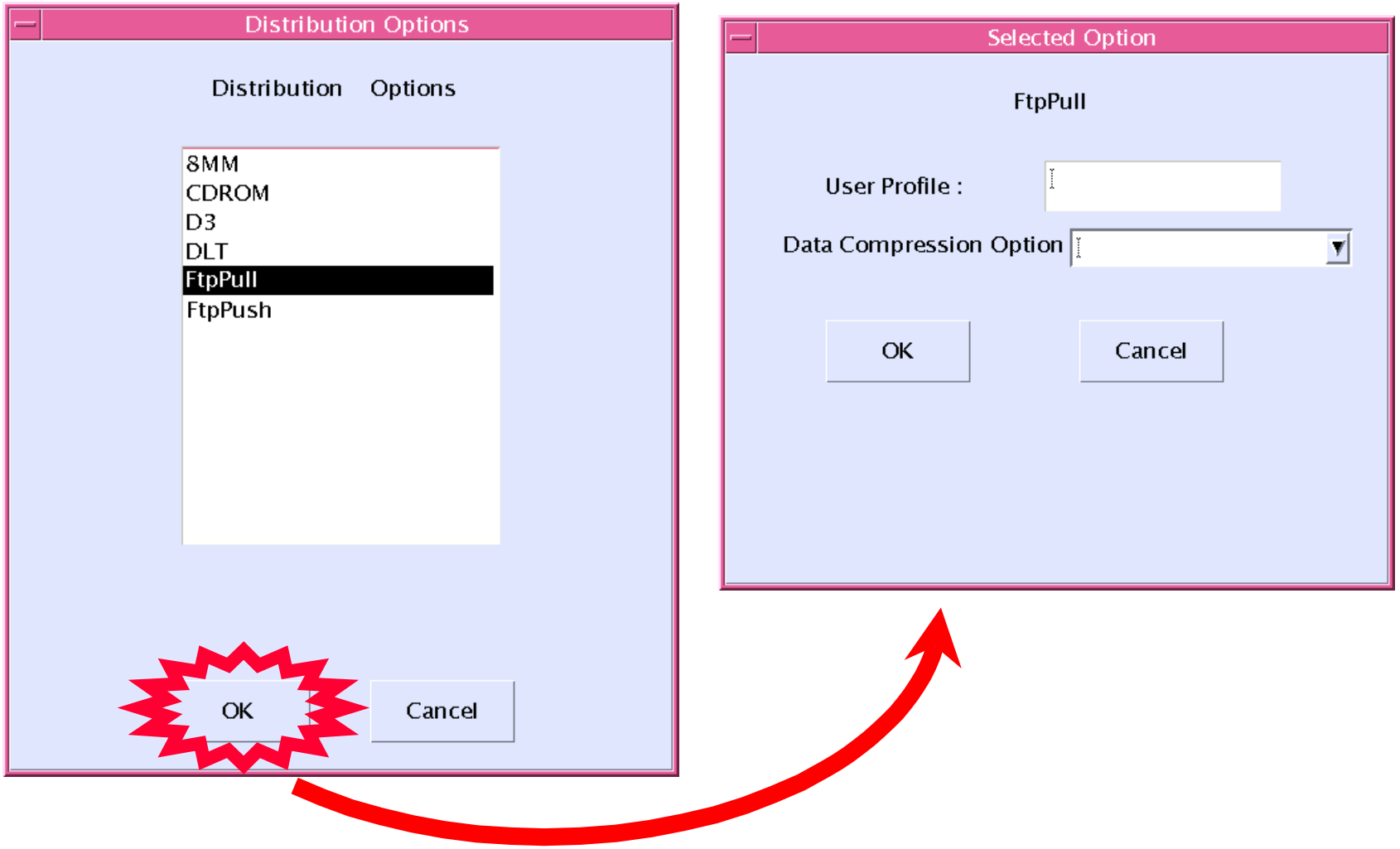
Subscriptions: Events Tab



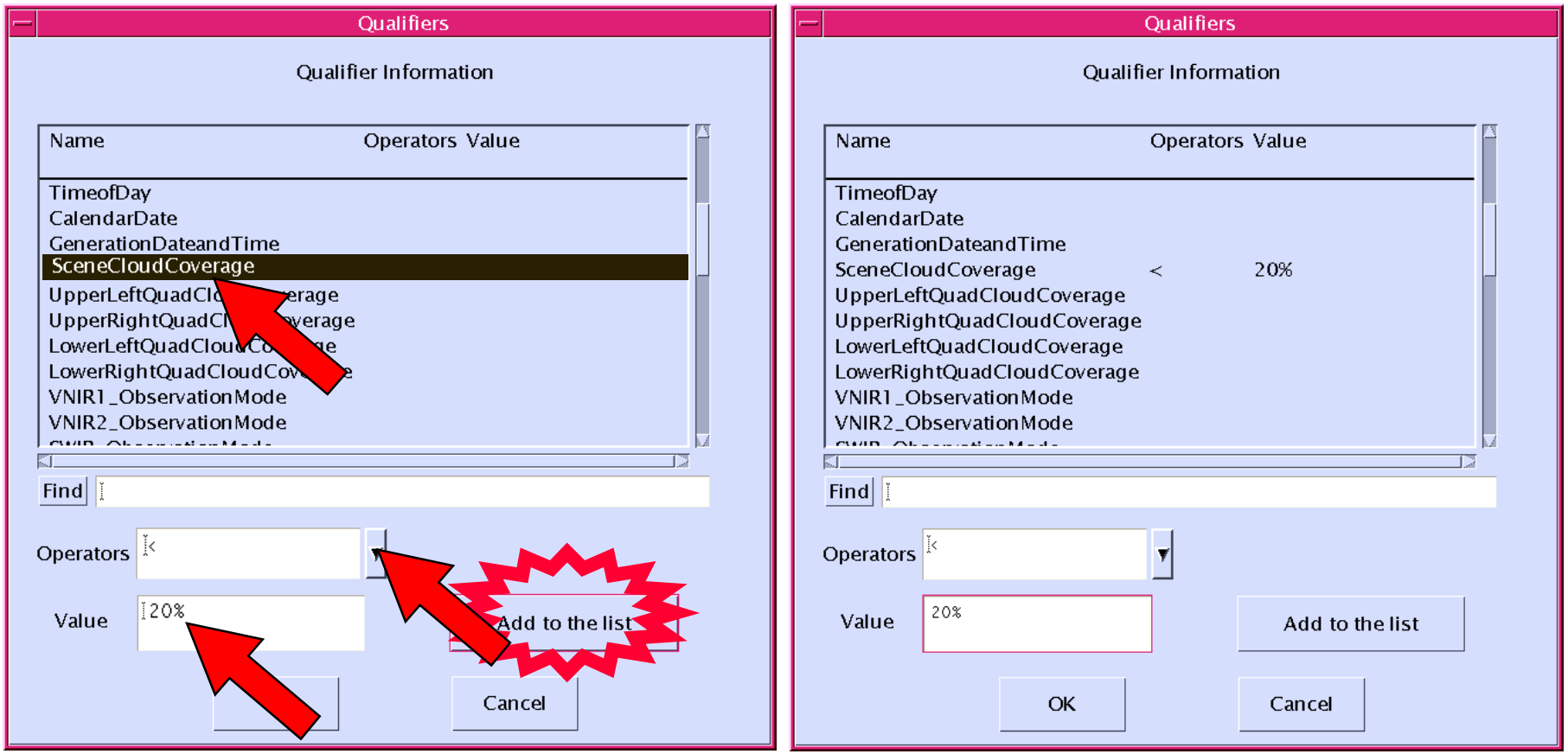
Subscriptions: Add/Edit Subscription



Subscriptions: Distribution Options



Subscriptions: Qualifiers Screen



Subscription Service Messages

Message Text	Impact	Cause/Corrective Action
Failed to create subscription.	The Edit Subscription window is not populated and therefore no edits can be made.	Message appears when operator clicks on "Edit Subscription" button without first selecting a subscription to edit. Select a subscription before clicking on "Edit Subscription" button.
Refresh Subscription Failed.	Subscriptions will not be refreshed or retrieved from the database.	Subscription server may be down. Ask Operations Supervisor or System Administrator to check and ensure that the server is running. Then try again.
MSS server is not running, enter email address.	User profile cannot be retrieved.	MSS user profile server needed to provide the user's email address is down. Enter the email address manually.
Enter the Email Address (Message).	Cannot communicate with the MSS server.	MSS server is running but some communications problem prevents transmission of the necessary information. Enter the email address manually.
Modification of qualifiers is not supported (Message).	Cannot update the qualifiers of an existing subscription.	Update of qualifiers is not implemented; no corrective action possible, except to delete subscription and enter a new one with the desired qualifiers.
Couldn't connect to the server.	Event Browser will not come up.	Event server is down. Ask Operations Supervisor or System Administrator to restart the server. Then try again.
Error refreshing events.	Event Browser will not come up.	Event server may be down. Ask Operations Supervisor or System Administrator to check and ensure that the server is running. Then try again.

Subscription Service Messages (Cont.)

Message Text	Impact	Cause/Corrective Action
Invalid Start Date.	Subscription will not be submitted.	Entered start date for subscription is invalid. Enter valid date and re-submit the subscription.
Fill all the fields on the form.	Subscription will not be submitted.	Operator did not fill out all the required fields in the Add Subscription form. Fill in all the fields and re-submit the subscription.
Error in creating subscription.	Subscription will not be submitted.	Some invalid data entered for the subscription. Make sure the fields are filled in correctly and try again to submit the subscription.
Error in submitting subscription.	Subscription will not be submitted.	Subscription server may be down. Ask Operations Supervisor or System Administrator to check and ensure that the server is running. Then try again.
Failed to create subscription.	Subscription will not be updated.	Message appears when operator clicks on "Submit" button of Add/Edit Subscription window without providing data needed to update a subscription. When editing a subscription, provide the right data for updating.
There is no subscription to submit.	Subscription will not be submitted.	Operator clicked on "Submit" button of Add/Edit Subscription window without first entering any subscription information. Enter information and try again.
Invalid expiration date.	Subscription will not be updated.	Entered expiration date for subscription is invalid. Enter valid date and re-submit the subscription.
Couldn't update the selected subscription.	Subscription will not be updated.	Subscription server may be down. Ask Operations Supervisor or System Administrator to check and ensure that the server is running. Then try again.
Error Selecting Subscription.	Subscription will not be selected.	Subscription cannot be selected on the main screen. Subscription server may be down or slow. Ask Operations Supervisor or System Administrator to check and ensure that the server is running. Then try again.
Can't filter, collector is empty.	Clicking on "Filter Subscriptions" does not result in display of requested information.	Subscription server may be down. Ask Operations Supervisor or System Administrator to check and ensure that the server is running. If server is running, there could be a database problem. Check Subscription Server logs for evidence of Sybase error; notify Database Administrator of any indicated problem.
Must fill in valid Event ID.	Subscription will not be deleted.	Operator tried to cancel a subscription for a particular event without making an entry in the Event ID field. Enter a valid event ID and try again.
Must fill in User ID field.	Subscription will not be deleted.	Operator tried to cancel a subscription for a particular user without making an entry in the User ID field. Enter a valid user ID and try again.
Must fill in proper date.	Subscription will not be deleted.	Operator tried to cancel a subscription expiring on a particular date without making an entry in the Date field. Enter a valid date and try again.

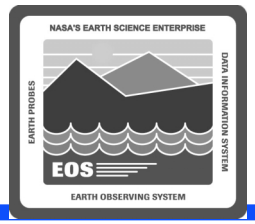
Subscription Service Messages (Cont.)

Message Text	Impact	Cause/Corrective Action
Must select a category to delete events from.	Subscription will not be deleted.	Operator tried to delete a subscription without selecting an event, a user, or an expiration date. Make an appropriate selection and try again.
Error in canceling the subscriptions.	Subscription will not be deleted.	Subscription server may be down. Ask Operations Supervisor or System Administrator to check and ensure that the server is running. Then try again.
Enter the passwords again.	Action for the subscription will not be created.	Entries in "User Password:" and "Verify Password:" fields of Actions window did not match. Try again.
Must fill in user profile.	Action for the subscription will not be created.	Operator clicked on "OK" button of Actions window without filling in required user profile information. Enter required information and try again.
Must fill in all the required fields.	Action for the subscription will not be created.	Operator clicked on "OK" button of Actions window without filling in required fields. Enter required information and try again.
Must choose a distribution method.	Action for the subscription will not be created.	Operator clicked on "OK" button of Actions window without selecting a distribution method. Make selection and try again.
Couldn't get the Event ID.	Selection of an event from the browser failed.	Operator clicked on "Submit" button of Add/Edit Subscription window without making an entry in the "Event ID:" field. Select and enter an event and try again.
Must fill in operator and value fields to add.	Subscription will not have qualifiers.	Operator clicked on "Add to the List" button on the Qualifiers window without first entering required data in the "Operators" and "Value" fields. Make required entries and try again.
Couldn't select qualifiers.	Can't build a qualifier list for the subscription.	Operator clicked on "Add to the List" button on the Qualifiers window after making entry in the "Operators" field but without first selecting a qualifier from the list. Select a qualifier from the provided list before adding operators, and then try again.
Could not create a known subscription to delete.	Subscription will not be deleted.	Subscription server may be down. Ask Operations Supervisor or System Administrator to check and ensure that the server is running. If server is running, there could be a database problem. Check Subscription Server logs for evidence of Sybase error; notify Database Administrator of any indicated problem.
Unable to get the event server ur.	Couldn't connect to the event server.	Event server may be down. Ask Operations Supervisor or System Administrator to check and ensure that the server is running. Then try again.
Unable to get the Subscription server ur.	Couldn't connect to the subscription server.	Subscription server may be down. Ask Operations Supervisor or System Administrator to check and ensure that the server is running. Then try again.

Subscription Service Messages (Cont.)

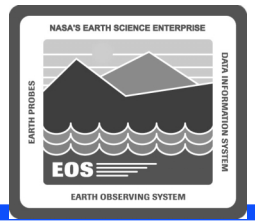
Message Text	Impact	Cause/Corrective Action
Unable to connect to Subscription server.	Can't initialize the GUI for start up.	Subscription server is down. Ask Operations Supervisor or System Administrator to restart the server. Then try again.
Make sure you have logged into dce and the subscription server is running.	GUI cannot come up.	Either the operator did not execute a dce_login or the server is not up. Ensure successful dce_login and then try again to launch the GUI. If GUI still does not come up, ask Operations Supervisor or System Administrator to check and ensure that the server is running. Then try again.

Checking Subscription Server Logs



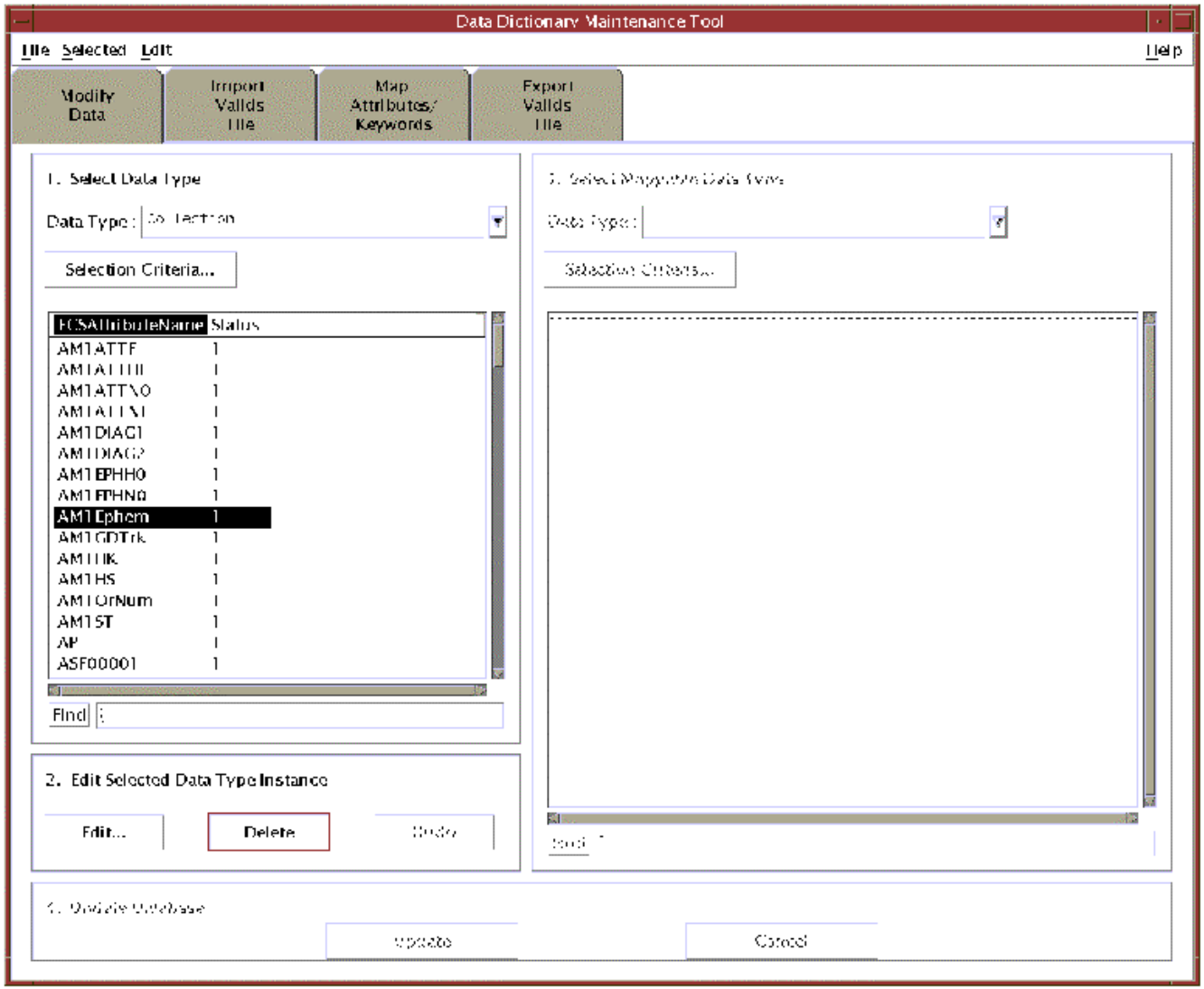
- **Check log files; review with UNIX editor (e.g., *pg*, *view*, *vi*, *more*, *tail*)**
- **Path: /usr/ecs/<*mode*>/CUSTOM/logs**
- **EcSbSubServer.ALOG**
  - **May reflect Sybase error; notify Database Administrator**
- **EcSbSubServerDebug.log**
  - **May reflect start-up error (e.g., PF Init or DCE error); notify System Administrator and/or DCE Administrator**

Data Dictionary Maintenance

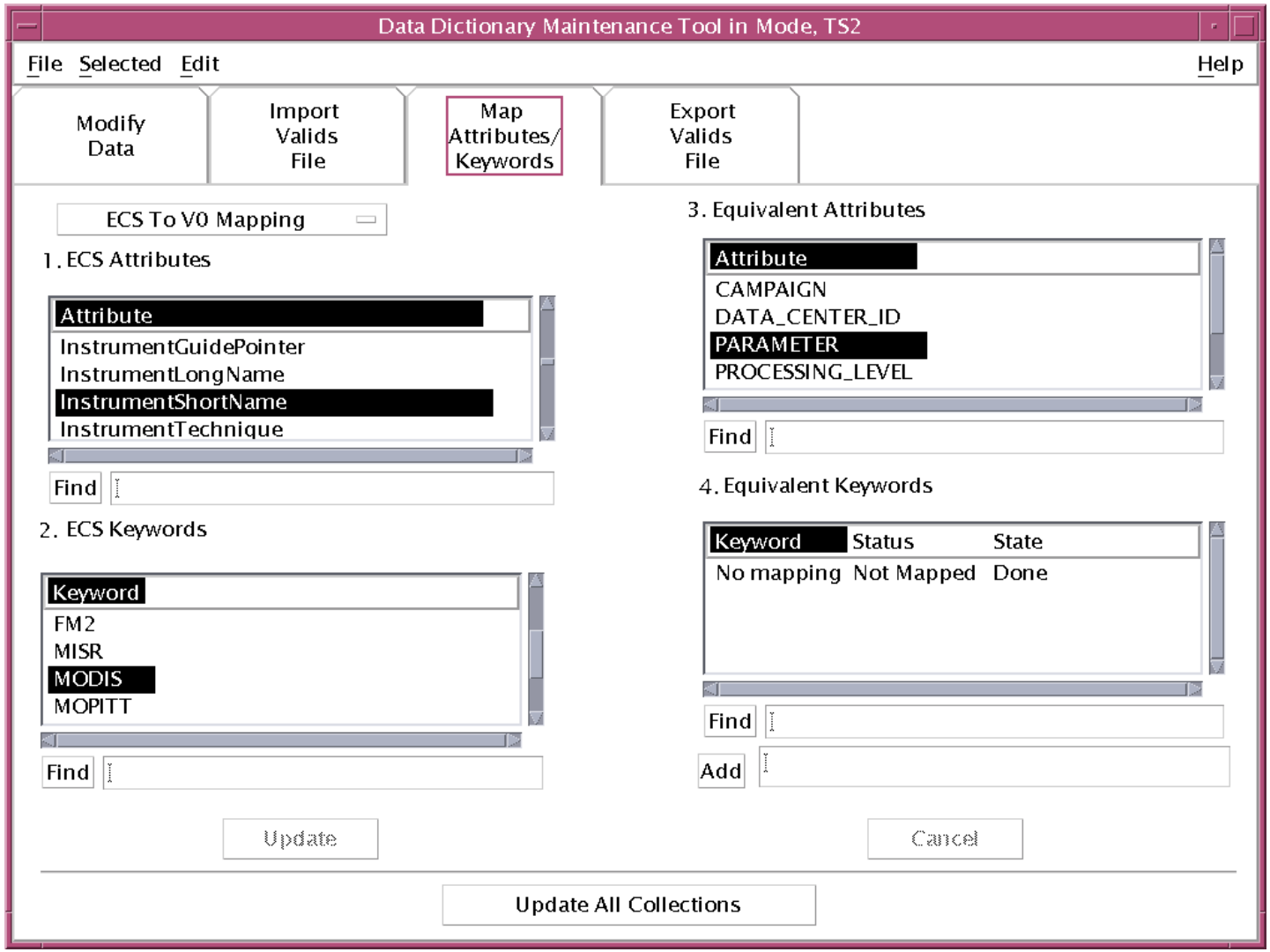


- V0 Requests to ECS are sent to ECS V0 Gateway
- ECS V0 Gateway reads the ECS Data Dictionary containing the terminology mapping information
- EOS Data Gateway client must have ECS Valid terminology for searchable attributes
  - source
  - sensor
  - geophysical parameter
  - data set name
  - data center ID
  - campaign
  - processing level
  - geographical coordinates
  - temporal intervals
- EOSDIS V0 IMS has a two-week valids update cycle
- Tool permits mapping (must be done when ESDT is loaded or reloaded) and export of valids

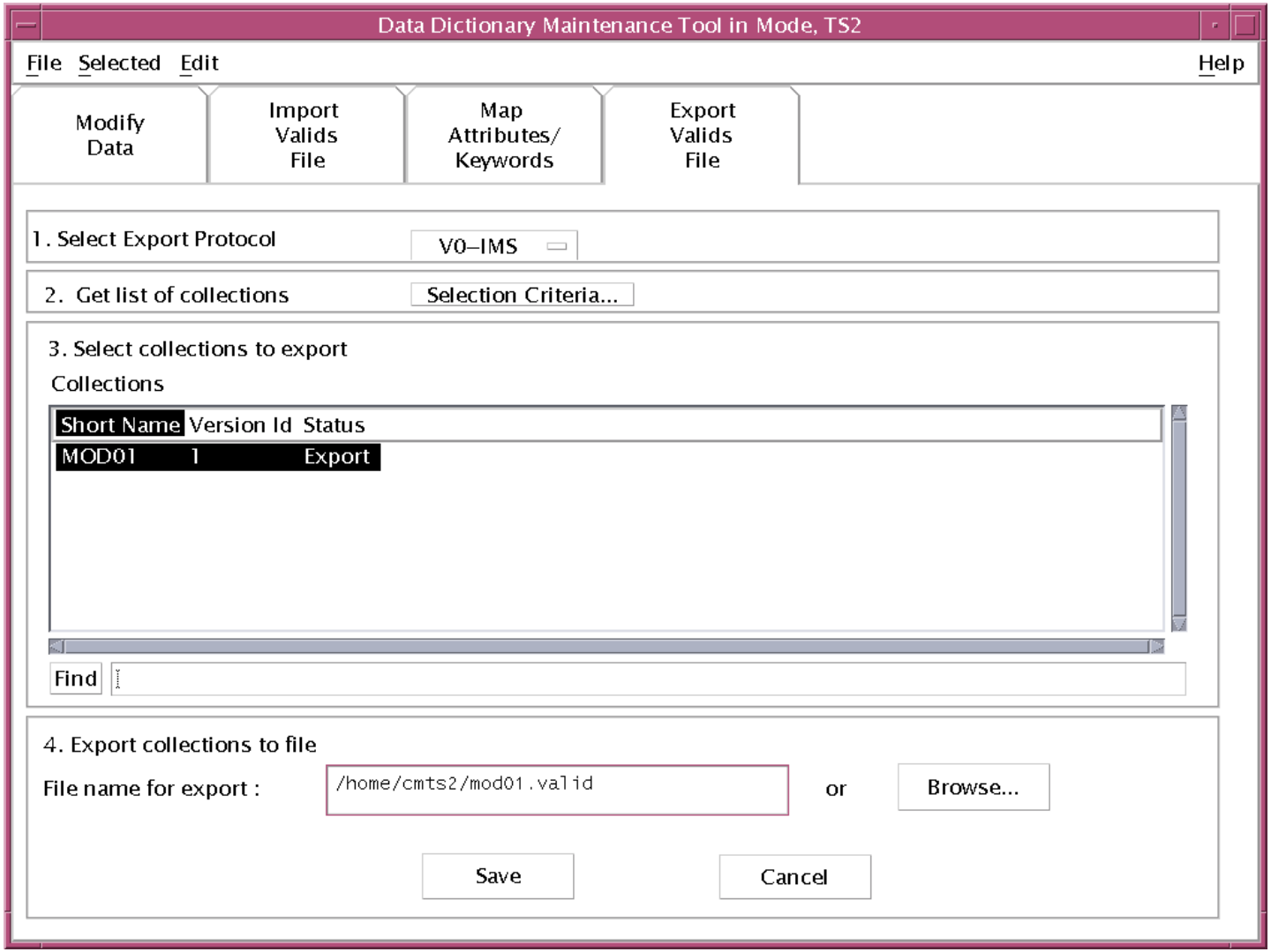
Data Dictionary Maintenance Tool



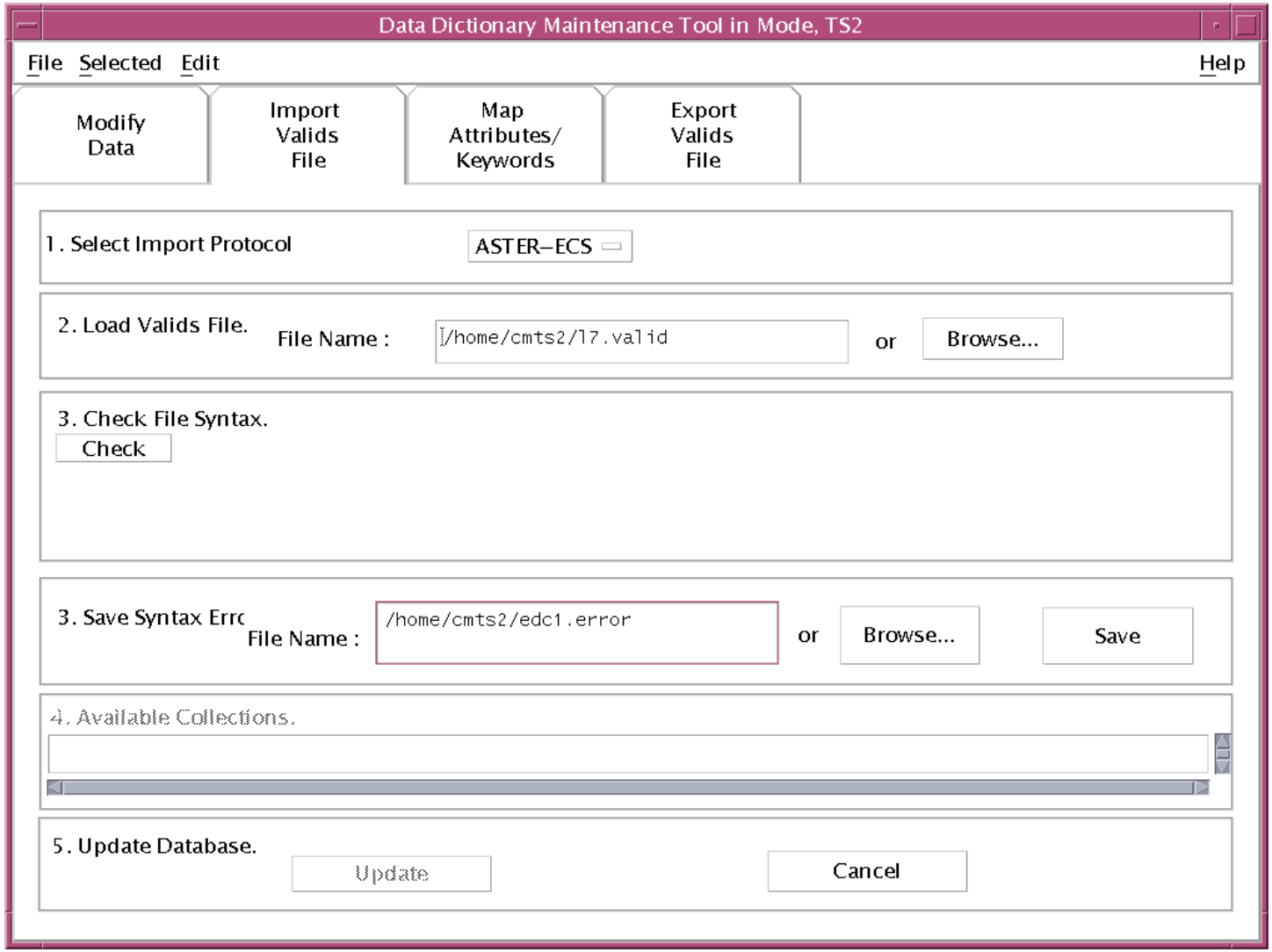
Data Dictionary Maintenance Tool (Cont.)



Data Dictionary Maintenance Tool (Cont.)



Data Dictionary Maintenance Tool (Cont.)



DDMT User Messages

Message Text	Impact	Cause/Corrective Action
Acronym Editor will not be available.	Cannot use the tool properly.	Configuration File Error. Contact System Administrator to ensure use of the correct Configuration File with entries for Acronym Editor.
Duplicate names in name mapping section of config file.	Cannot use the tool properly.	Configuration File Error. Contact System Administrator to ensure use of the correct Configuration File with no duplicate entries in it.
Duplicate names or syntax errors in required values section of config file.	Cannot use the tool properly.	Configuration File Error. Contact System Administrator to ensure use of the correct Configuration File and check the syntax of entries.
Missing name mappings.	Cannot use the tool properly.	Configuration File Error. Contact System Administrator to ensure use of the correct Configuration File with entries in the name mapping section.
The following required items are missing <item list>.	Cannot use the tool properly.	Configuration File Error. Contact System Administrator to ensure use of the correct Configuration File and have the syntax of its entries checked.
Attribute Editor will not be available.	Cannot use the tool properly.	Configuration File Error. Contact System Administrator to ensure use of the correct Configuration File with entries for Attribute Editor.
Collection Editor will not be available.	Cannot use the tool properly.	Configuration File Error. Contact System Administrator to ensure use of the correct Configuration File with entries for Collection Editor.

DDMT User Messages (Cont.)

Message Text	Impact	Cause/Corrective Action
Failed.	Cannot proceed with the subsequent and corresponding actions.	Operator action did not result in the desired program function. Check prior entries before action entries.
Can't undo.	Cannot cancel previous action.	Cancellation is not possible. No corrective action available.
The Query failed for all the collections.	Query cannot be performed.	Could not perform the query for all the collections. Check the DDICT server log files for possible connectivity or Sybase errors and, if indicated, contact the System Administrator or Database Administrator to correct identified problems. Then try again.
The Query failed for some of the collections.	Query cannot be completely performed..	Could not perform the query for some of the collections. Check the DDICT server log files for possible connectivity or Sybase errors and, if indicated, contact the System Administrator or Database Administrator to correct identified problems. Then try again.
The Query succeeded for all the collections.	N/A.	Informational message.
The Query succeeded for some collections.	N/A.	Informational message.
Error connecting to Data Dictionary Server.	Data Dictionary Server not connected.	Contact System Administrator/Operations Supervisor to ensure that the server is running and to check for connectivity problems.
Querying database.	N/A.	Informational message.
Updating database.	N/A.	Informational message.
The update was successful.	N/A.	Informational message.
The update failed.	Database cannot be updated.	Updating the database did not work. Check the DDICT server log files for possible connectivity or Sybase errors and, if indicated, contact the System Administrator or Database Administrator to correct identified problems. Then try again.
No attribute has been specified.	No further action on attributes will occur.	Attributes are not specified. Specify the attributes and try again.
A valid value has not been specified.	No further action will occur.	A value was not specified. Specify a value and try again.

DDMT User Messages (Cont.)

Message Text	Impact	Cause/Corrective Action
Unable to connect to Data Dictionary Server. Please try later.	Data Dictionary Server not connected.	Contact System Administrator/Operations Supervisor to ensure that the server is running and to check for connectivity problems.
The query matched no items in database.	N/A.	Informational message.
The query failed.	Query cannot be performed.	Could not perform the query. Check the DDICT server log files for possible connectivity or Sybase errors and, if indicated, contact the System Administrator or Database Administrator to correct identified problems. Then try again.
Unknown internal error.	The connection to the server is not available.	Contact System Administrator/Operations Supervisor to ensure that the server is running and to check for connectivity problems.
Glossary Editor will not be available.	Cannot use the tool properly.	Configuration File Error. Contact System Administrator to ensure use of the correct Configuration File with entries for Glossary Editor.
Information Manager Editor will not be available.	Cannot use the tool properly.	Configuration File Error. Contact System Administrator to ensure use of the correct Configuration File with entries for Information Manager Editor.
Instrument Editor will not be available.	Cannot use the tool properly.	Configuration File Error. Contact System Administrator to ensure use of the correct Configuration File with entries for Instrument Editor.
Keyword Editor will not be available.	Cannot use the tool properly.	Configuration File Error. Contact System Administrator to ensure use of the correct Configuration File with entries for Keyword Editor.
First select a database type from the database Type field at top.	No database access is available.	Operator tried to access the database before selecting its type. Select Database Type and then try again.
Cannot open valids file <valids filename>.	Valids file will not be available.	The valids file specified does not exist. Specify the correct valids file and try again.
Saved file <filename>.	N/A.	Informational message.
Data Dictionary and Advertising updated.	N/A.	Informational message.
Data Dictionary updated.	N/A.	Informational message.
You have pending actions, which will be lost if you exit. Do you really want to exit?	Loss of pending actions.	Operator trying to exit before confirmation of database changes. Confirm before exiting.

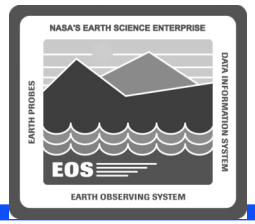
DDMT User Messages (Cont.)

Message Text	Impact	Cause/Corrective Action
Do you really want to exit?	Seeks confirmation.	Operator confirmation required before exiting. Confirm before exiting.
Cannot edit unknown type: <database type>.	No database access available.	Specify the correct database type and try again.
Unable to open specified file. Try another filename.	File specified will not be available.	The file specified by the operator cannot be opened. Specify correct file name and try again.
You have made changes to <item name>, which will be lost if you proceed. Do you want to continue?	Loss of current changes.	Operator confirmation required before exiting the current action. Confirm before exiting.
The object was deleted. Undo delete?	Specified object not available.	Referring to a deleted object. Check before referring again.
Query failed.	N/A.	Database search resulted in no selections.
The query failed, possibly due to a server problem.	Connection to DDICT server not available.	Contact System Administrator/Operations Supervisor to ensure that the server is running and to check for connectivity problems.
Unable to open output file <filename>.	Output file not available.	Specified output file does not exist. Check for its presence. Create file if necessary and try again.
Cannot delete unknown type: <database type>.	No database access available.	Specify the correct database type and try again.
Platform Editor will not be available.	Cannot use the tool properly.	Configuration File Error. Contact System Administrator to ensure use of the correct Configuration File with entries for Platform Editor.
Sensor Editor will not be available.	Cannot use the tool properly.	Configuration File Error. Contact System Administrator to ensure use of the correct Configuration File with entries for Sensor Editor.
Not available <List of items not available>.	File is not available.	Configuration File Error. Contact System Administrator to ensure use of the correct Configuration File with all the entries required.
No file specified. Please select or type a file name.	File not available.	A filename has not been specified. Select the proper filename and try again.
<filename> does not exist. Please try again.	File not available.	File selected does not exist. Select a file that is present and try again.
Unable to access <filename>. Please try again.	File not available.	Cannot access the specified file. Check for the presence of the specified file.

DDMT User Messages (Cont.)

Message Text	Impact	Cause/Corrective Action
<filename> is a directory. Please also specify a file.	File not available.	File selected does not exist. Specify a filename instead of the directory.
<filename> is not a proper file. Please try again.	File not available.	File selected is not proper. Specify a proper filename.
<filename> already exists and will be overwritten. Do you want to continue?	A file will be overwritten.	Operator has used an existing filename. Use a different filename to avoid overwriting and existing file.
Value missing for required field. Please specify a value.	Cannot proceed with the action.	Improper entry in the desired field. Make a proper entry and try again.
Elements in valids section of data file not understood.	The data file is not usable.	The valids file is not correct. Use the proper valids file and try again.

Data Dictionary Server Log Files



- **Check log files; review with UNIX editor (e.g., *pg*, *view*, *vi*, *more*, *tail*)**
- **Path: /usr/ecs/<*mode*>/CUSTOM/logs**
- **EcDmDictServerDebug.log**
  - **If evidence of DCE or network error, notify System Administrator and/or DCE Administrator**
- **EcDmDictServer.ALOG**
  - **If evidence of Sybase error, notify Database Administrator**

Cross-DAAC Referral

- **Referral to another DAAC**
  - **User Contact Log record – document the request**
  - **User Profile – verify user registration**
  - **Data Search and Order tool – locate the requested data**
  - **Forward original request to the other DAAC**
  - **Add explanatory information**
  - **Attach preliminary search as a desktop object**
  - **Attach original Contact Log Id record**
  - **Send the requester E-mail explaining that the request for help has been forwarded**

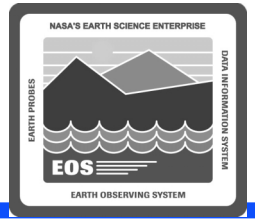
Cross-DAAC Referral (Cont.)

- **Receive referral from another DAAC**
  - **User Contact Log record – document receipt of the referral**
  - **User Profile – verify for yourself that the requester is a registered user**
  - **Data Search and Order tool – locate the requested data**
  - **Review the E-mail – verify that the search is complete or add search parameters, contacting the user if more information is necessary**
  - **Submit the order**
  - **Update User Contact Log record – indicate completion of order; close the record**

Cross-DAAC Tracking

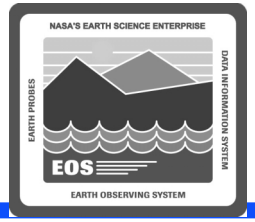
- **Tracking to another DAAC**
  - **User Contact Log record: document the request**
  - **User Profile: verify that the requester is a registered user**
  - **Query User Contract Log: search for closed record concerning user request**

Cross-DAAC Tracking (Cont.)



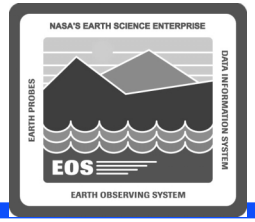
- **Responding to tracking request from another DAAC**
  - **User Contact Log record – update record to document current status check**
  - **User Profile – verify that requester is still registered**
  - **ECS Order Tracking tool – check on status of user's data request**
  - **telephone or E-mail to the user – provide status of data request**
  - **telephone or E-mail to the original DAAC – permit closing of User Contact Log record there**
  - **User Contact Log record – update record to document that status was provided**

Objectives and Importance



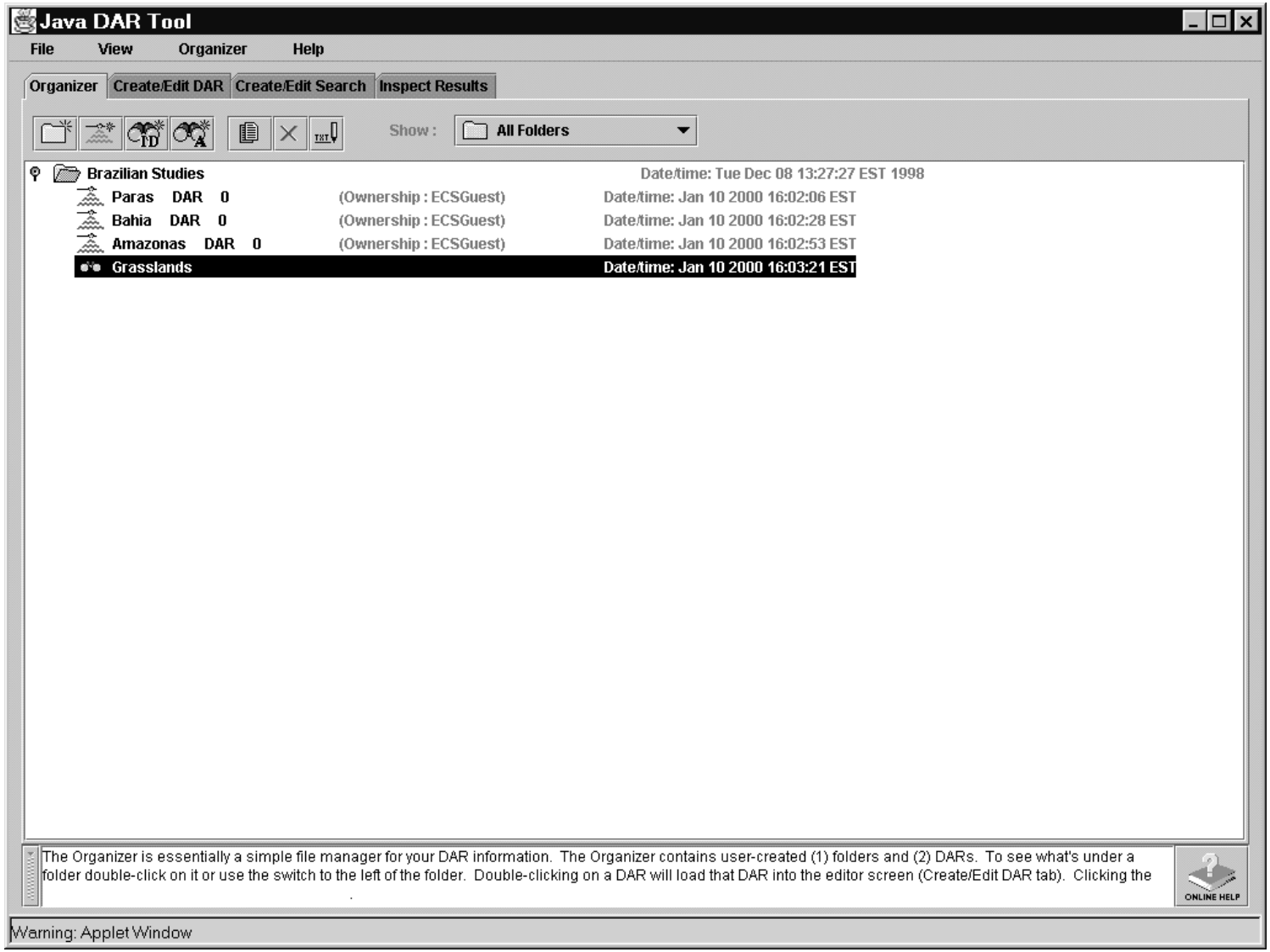
- **Overall: Proficiency in providing support to users of the ASTER Data Acquisition Request (DAR) tool and On-Demand Form Request Manager (ODFRM)**
  - **Describe the ASTER DAR tool and its purpose**
  - **Create and submit a DAR, including instrument settings, data quality, transmission, viewing geometry, spatial requirements, and temporal requirements**
  - **Create and submit a query to the xAR Database**
  - **Create and submit an ASTER On-Demand Product Request**
  - **Track and cancel an ASTER On-Demand Product Request**
- **Lesson topic helps prepare EDC User Services representatives to assist users in application of the ASTER DAR tool for preparing ASTER Data Acquisition Requests, and in application of the ODFRM for preparing On-Demand Product Requests**

Data Acquisition Requests

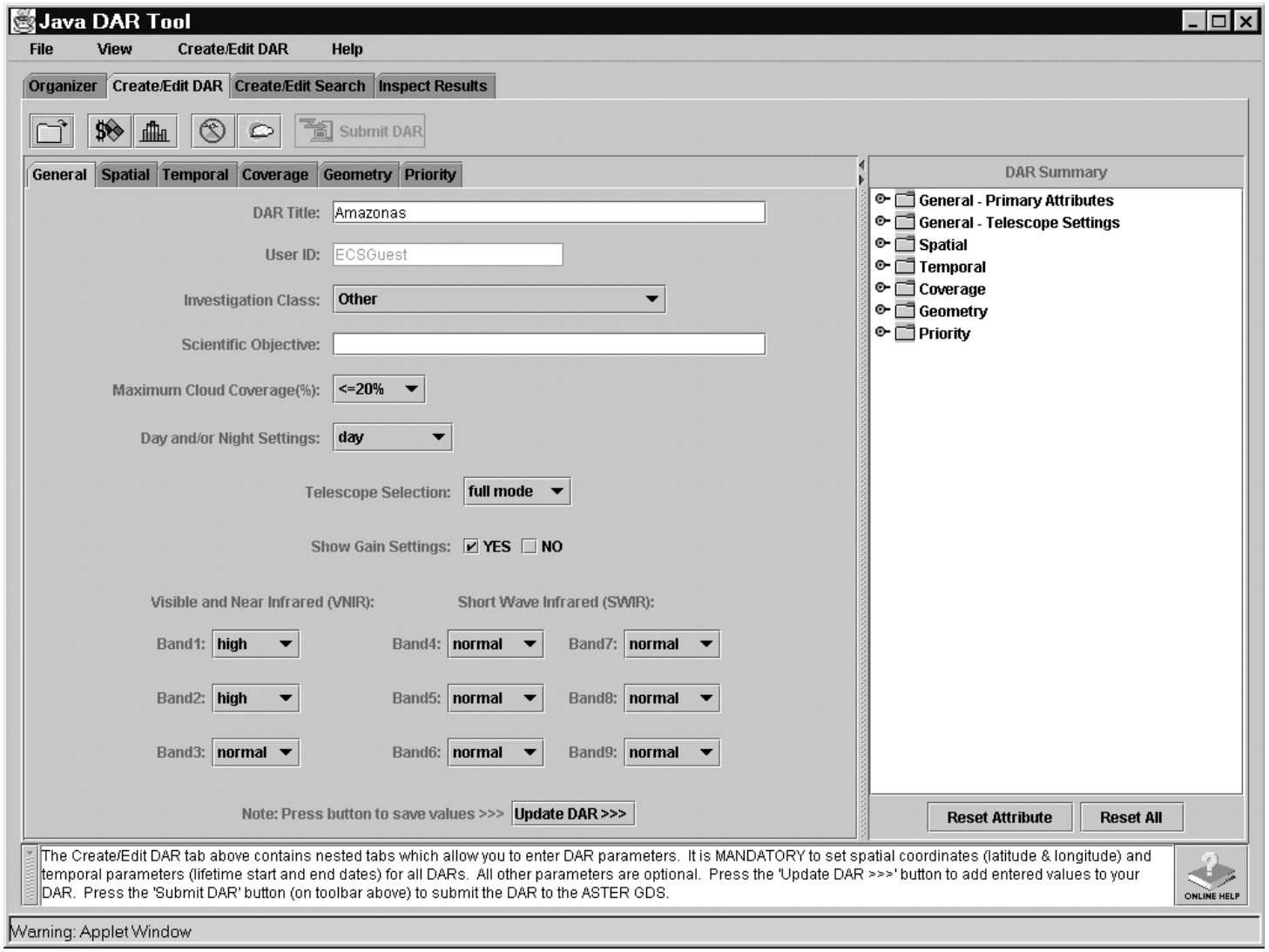


- **DAR: a user request submitted through the ECS Client to schedule data acquisition by the Advanced Spaceborne Thermal Emission and Reflection (ASTER) Radiometer**
  - **submitted to the ASTER Ground Data System (GDS) in Japan**
  - **the GDS controls scheduling of the ASTER instrument**
  - **collected data are provided as level 1A and level 1B data to the EROS Data Center (EDC)**

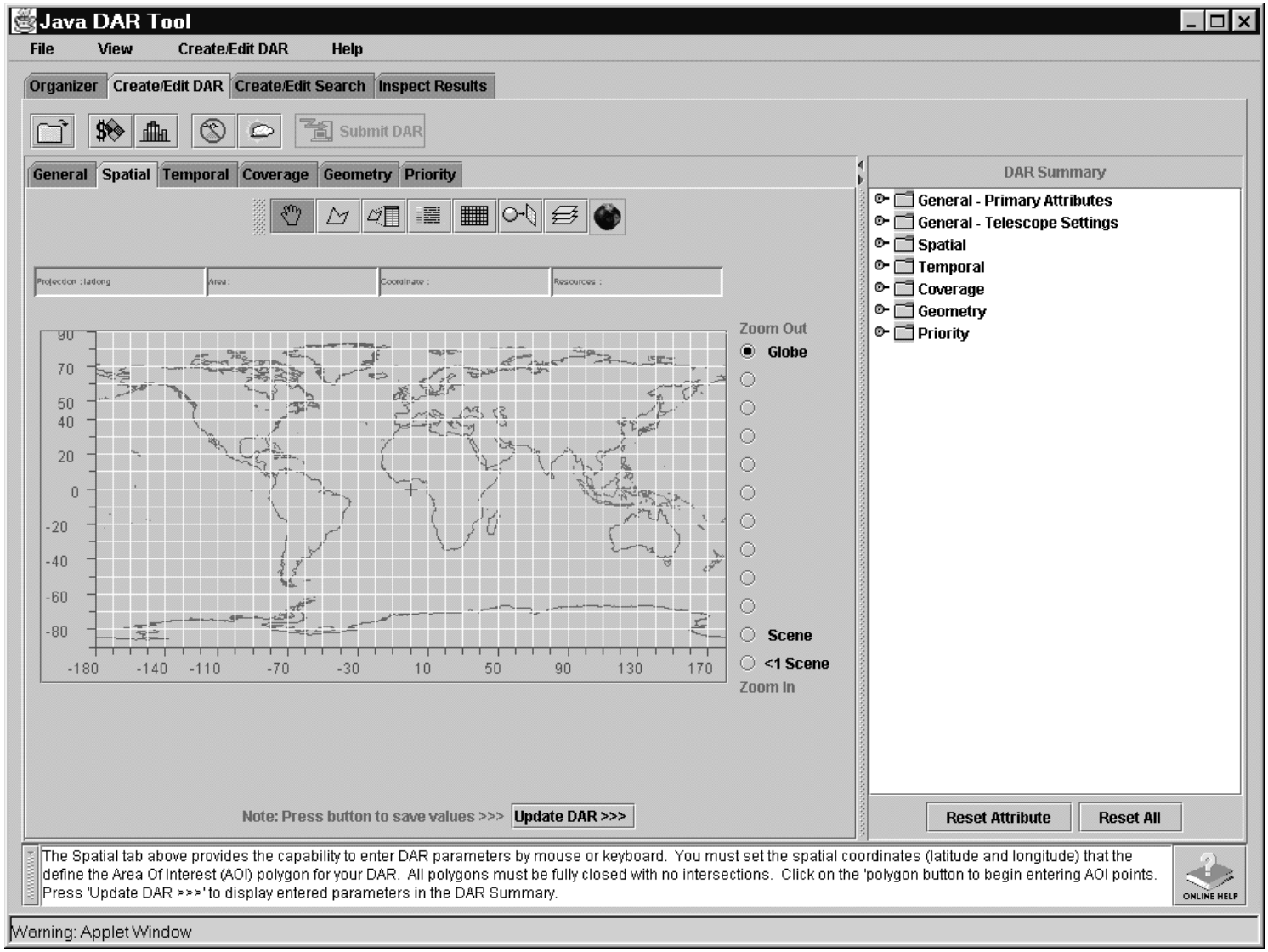
ASTER DAR Tool (ADT) Organizer Tab



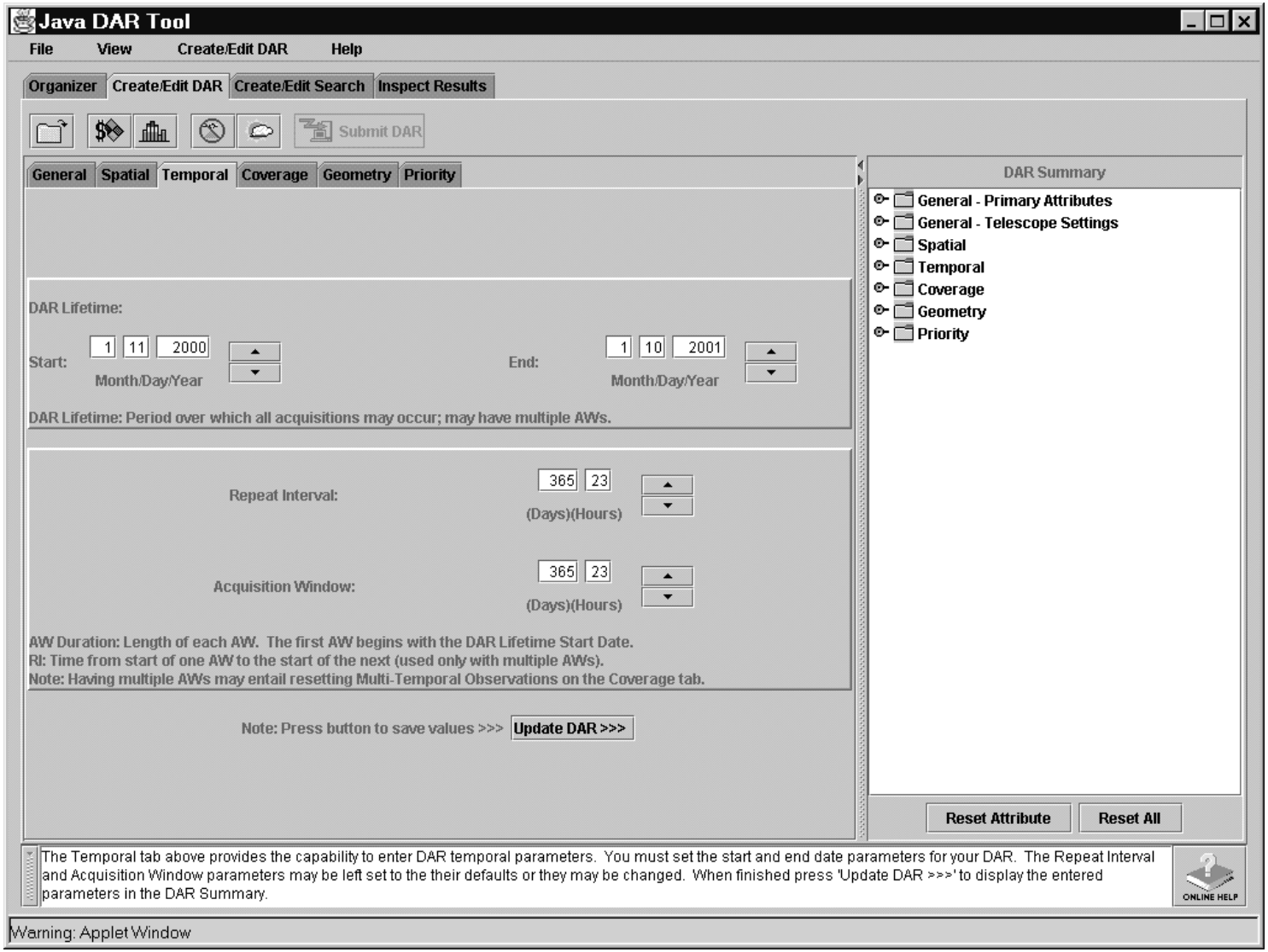
ADT Create/Edit DAR General Tab



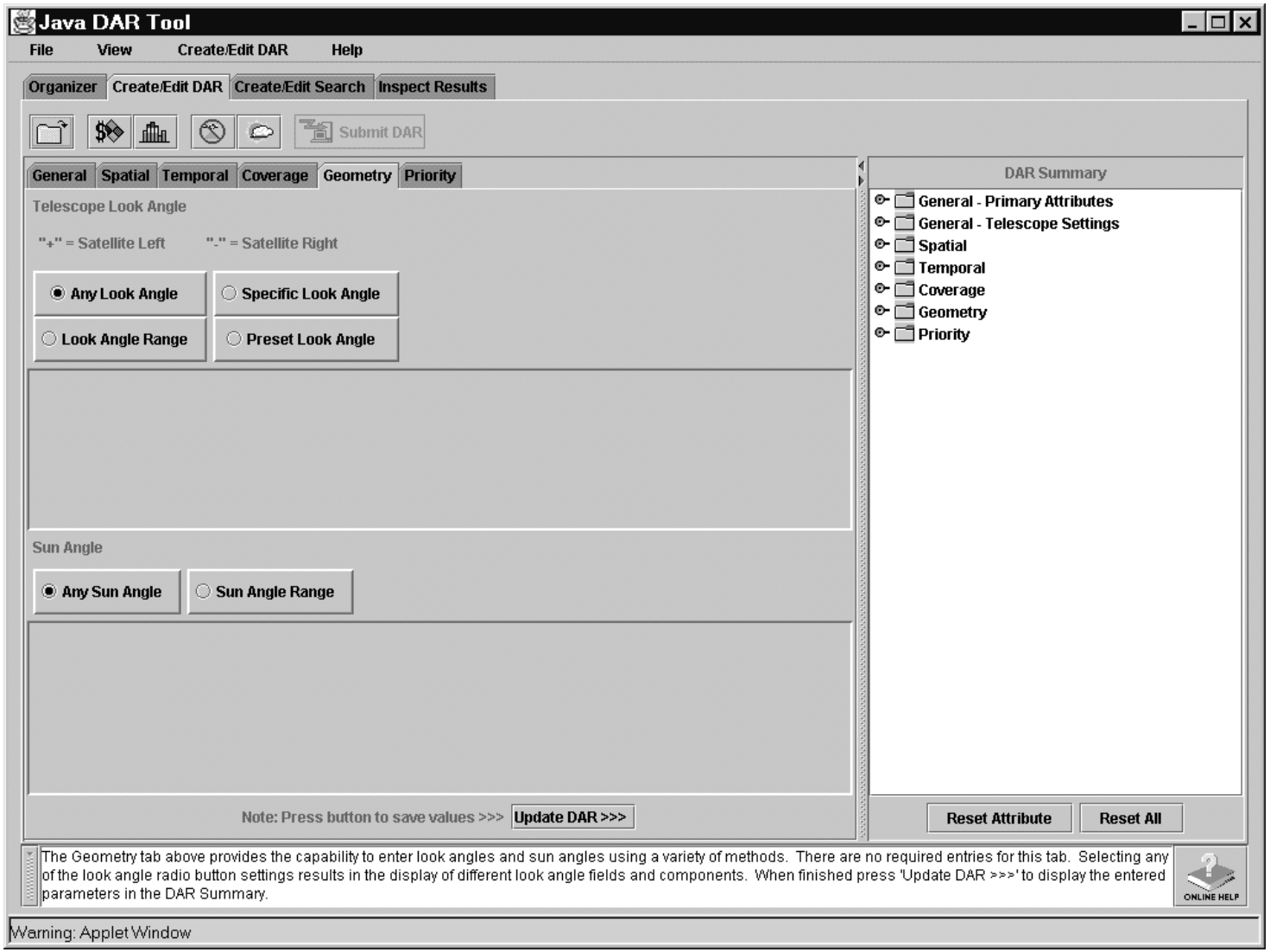
ADT Create/Edit DAR Spatial Tab



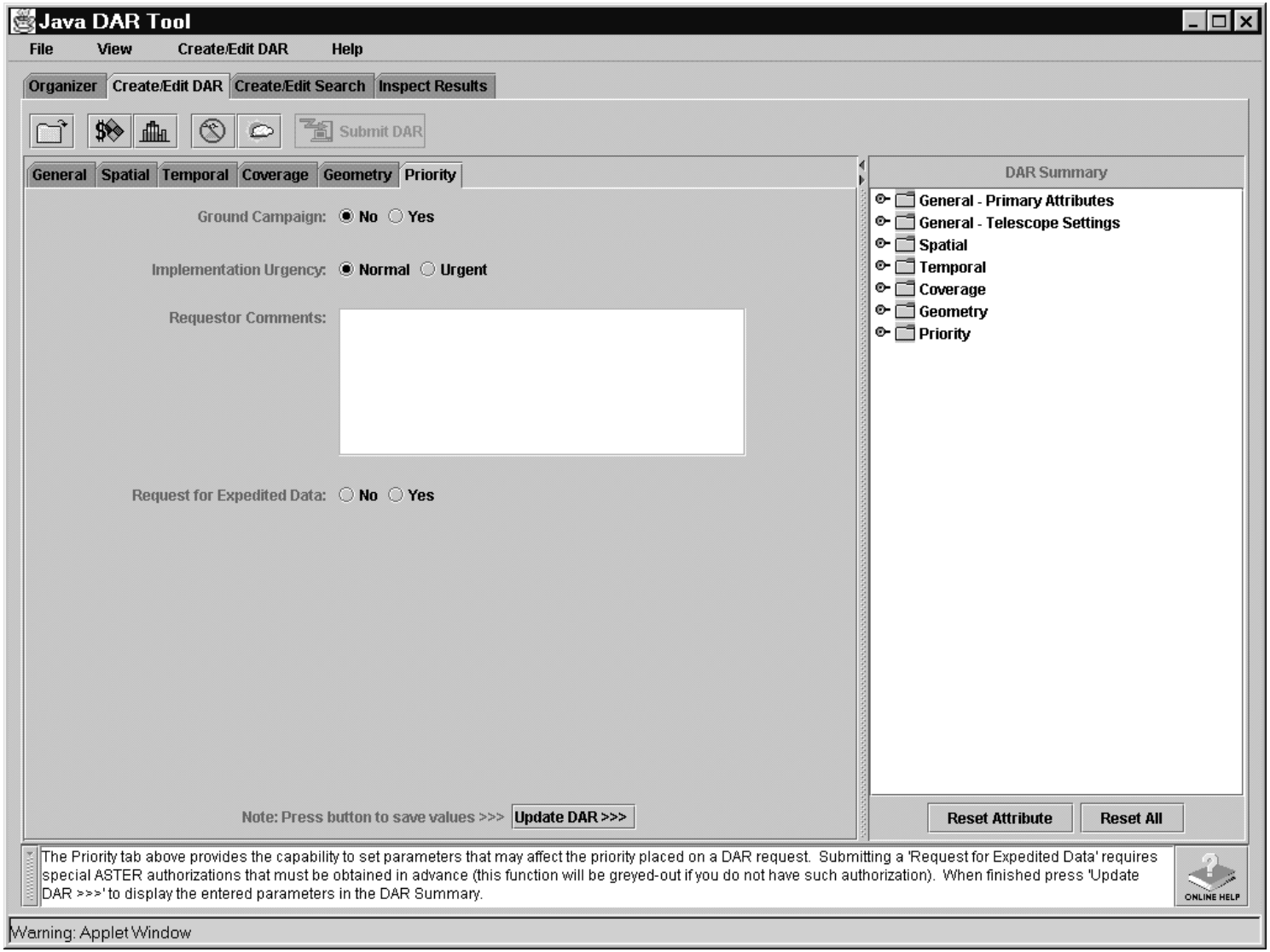
ADT Create/Edit DAR Temporal Tab



ADT Create/Edit DAR Geometry Tab

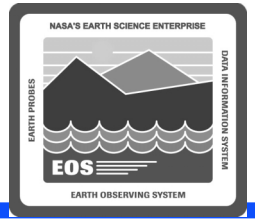


ADT Create/Edit DAR Priority Tab



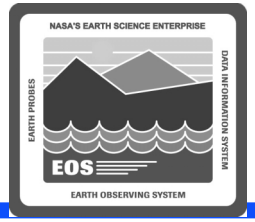
ASTER DAR Tool ID Dialog

Modify a DAR



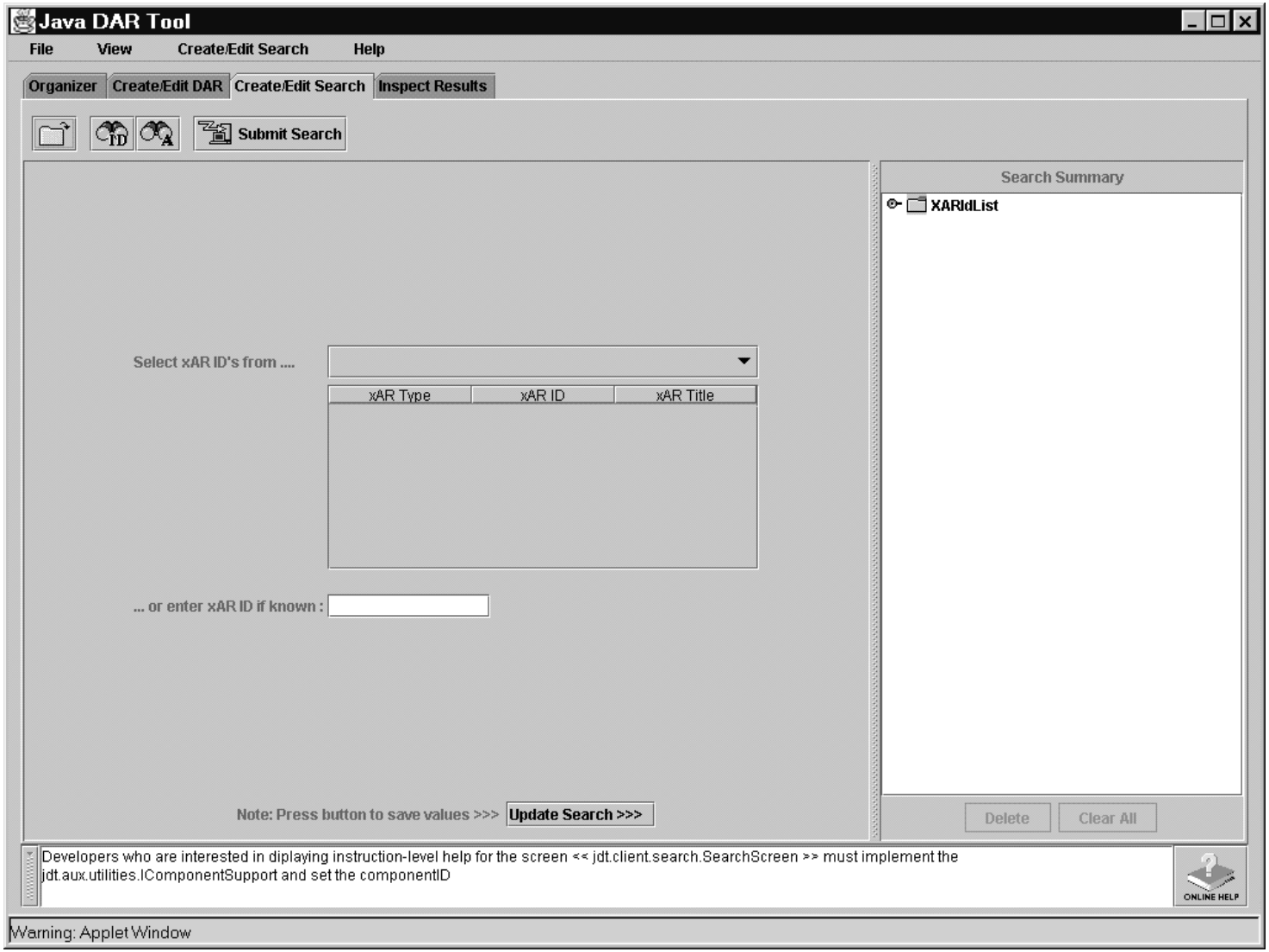
- **Modification of an existing DAR is limited**
  - **From DAR Organizer, the maximum acceptable cloud cover for a selected DAR may be set less restrictive**
  - **From DAR Organizer, a selected DAR may be suspended or activated by clicking on the desired status in a dialog**
- **Modifications are acknowledged by ASTER GDS**

Search/Status a DAR

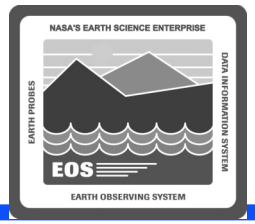


- **The ASTER DAR Tool permits a user to search for an existing DAR in the XAR database in Japan, using the Create/Edit Search tab**
  - **Search by DAR ID**
  - **Search by attribute**
    - **Specify General, Spatial, Temporal, Geometry, Priority, or other attributes**

ADT Create/Edit Search Tab: Search by XAR ID

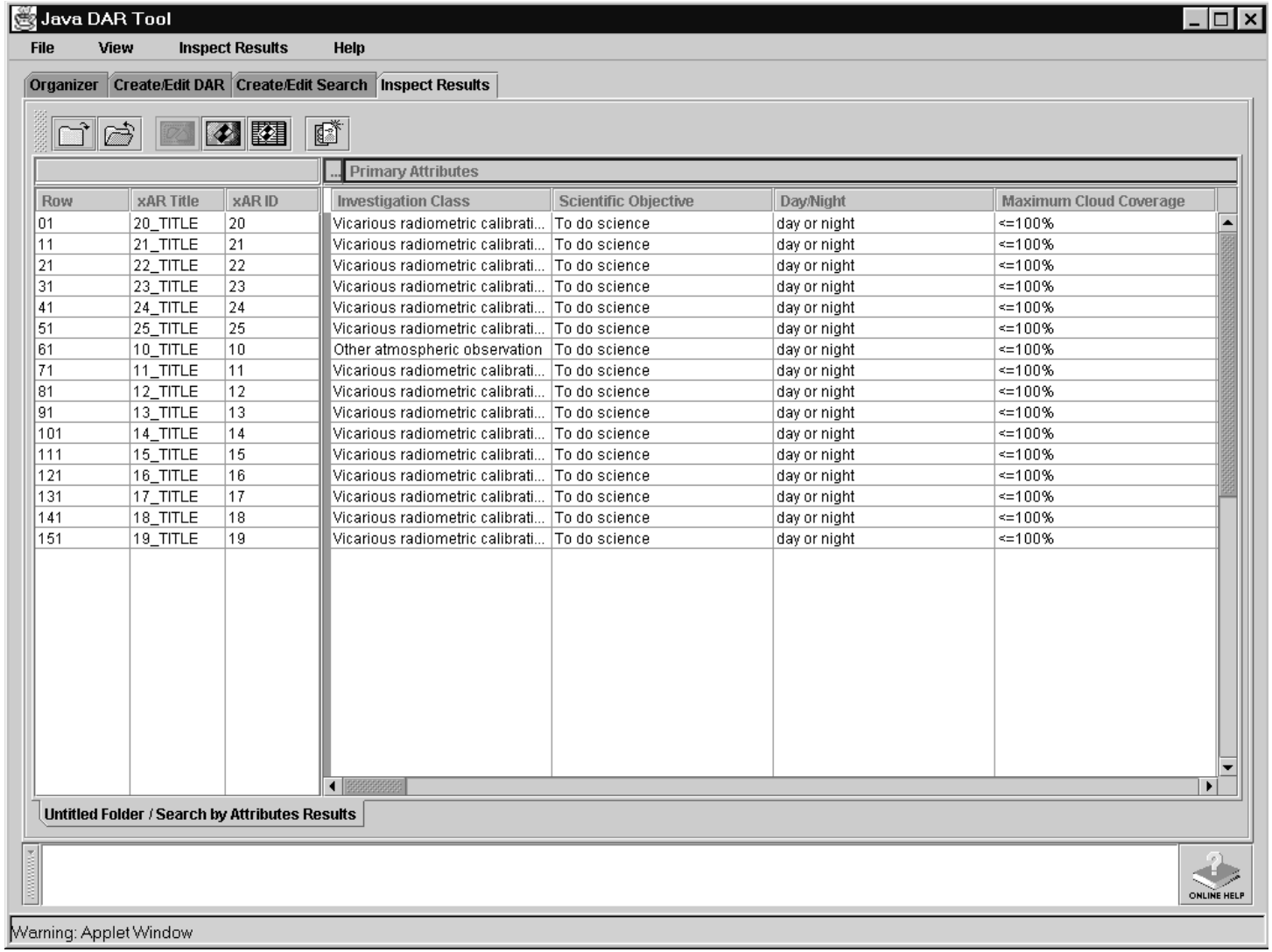


ADT Inspect Results

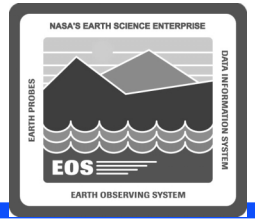


- **Results of a Search may be inspected using the Inspect Results tab**
  - **Results returned as a list of titles, DAR IDs, and set of associated parameters**
  - **User may select one or more DARs from the list and view them in different ways**
    - **Textually**
    - **Graphically**
    - **Area of Interest (AOI) within selected Area of Search (AOS)**
    - **By search parameters that produced the result**
  - **User may create a template DAR using the parameters from one of the results to submit a new DAR**
  - **User may view acquired scenes from a selected result**
    - **Graphically**
    - **AOI within AOS**

ADT Inspect Results Tab

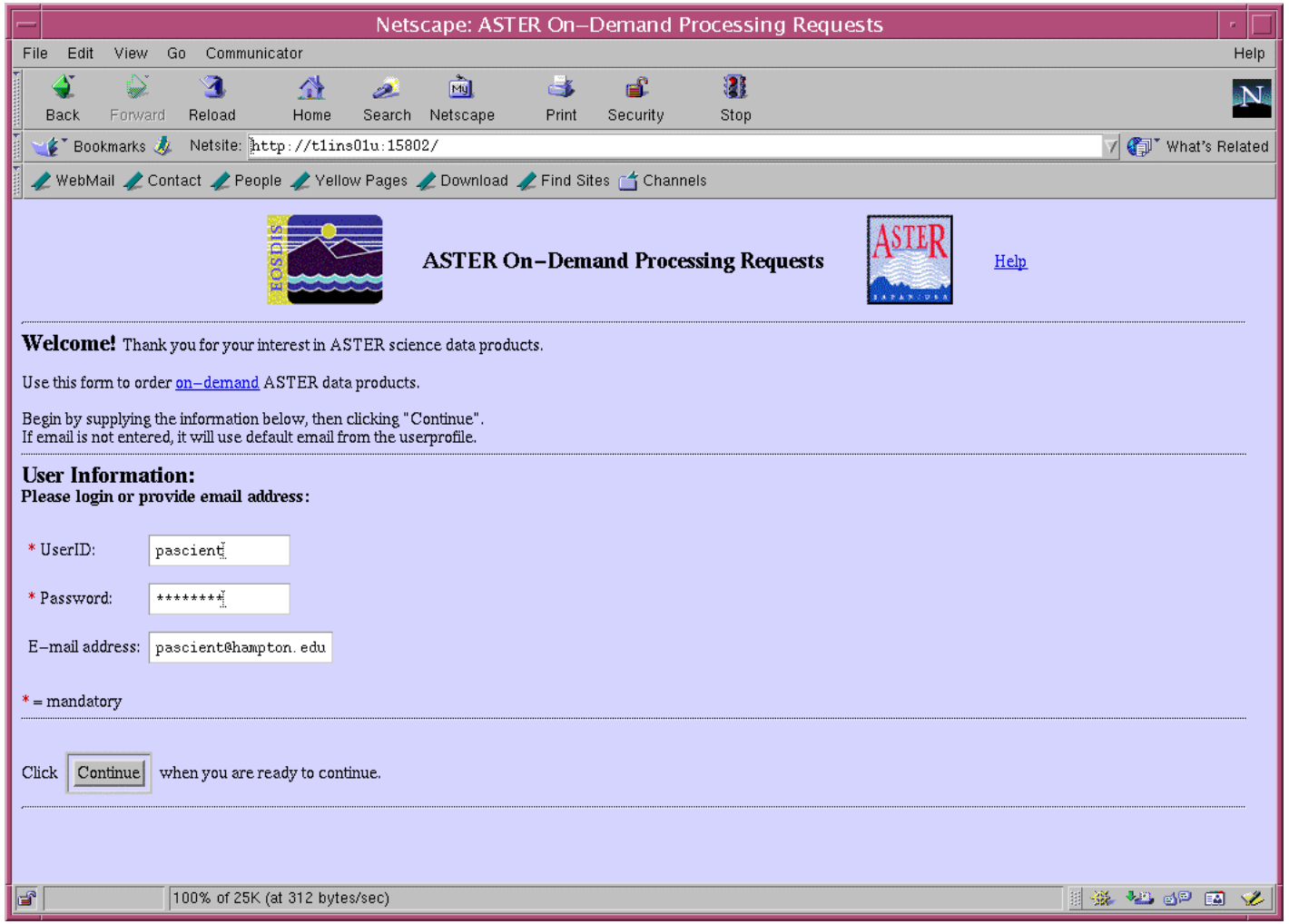


On-Demand Product Requests



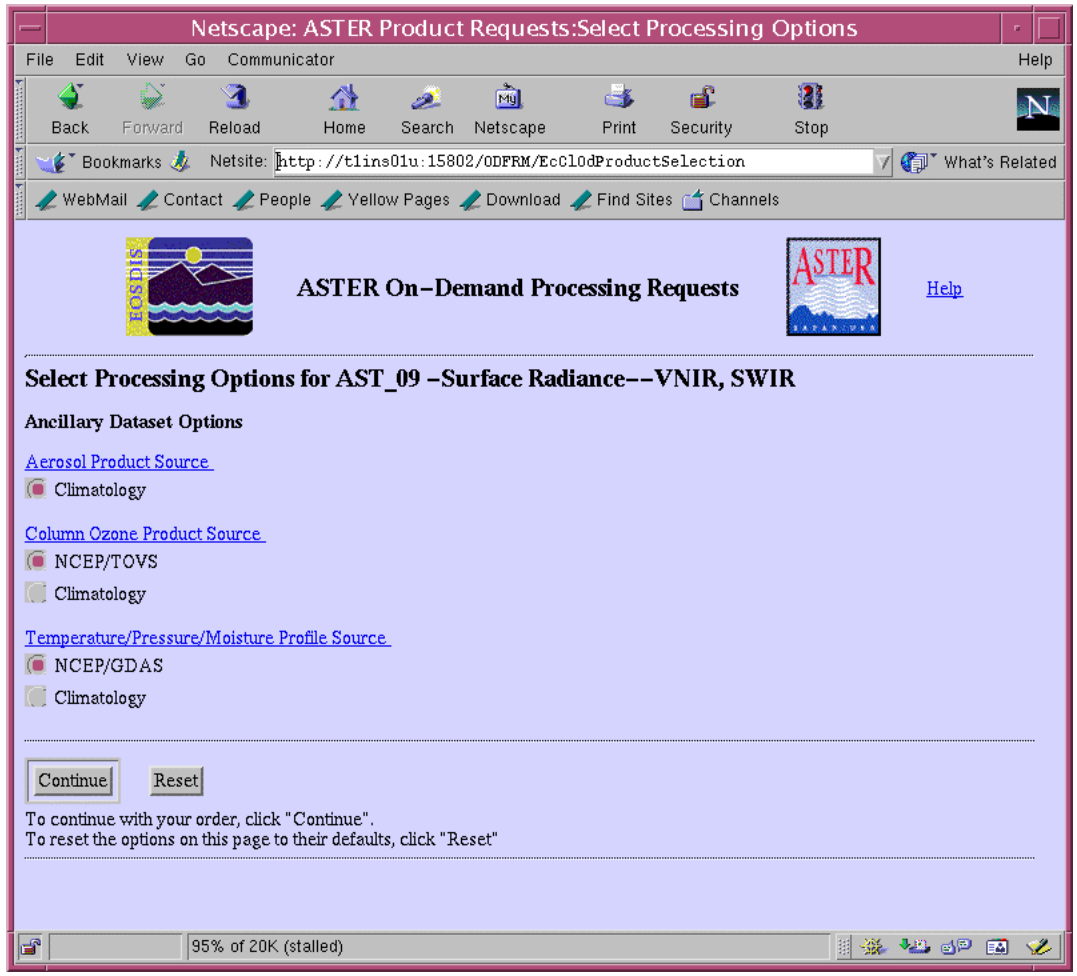
- **Users can submit requests through the On-Demand Form Request Manager (ODFRM)**
  - **Create/order ASTER high-level products**
  - **Create/order Digital Elevation Model (DEM) products**
  - **Create/order non-standard ASTER Level 1B products**
- **ECS at EDC is configured to support the requests**
  - **CLS: provides ODFRM**
  - **PLS: creates and queues the necessary production requests**
  - **DPS: provides status of high-level processing for the requests**
  - **MSS: provides for tracking On-Demand Requests**

ODFRM: Welcome Window

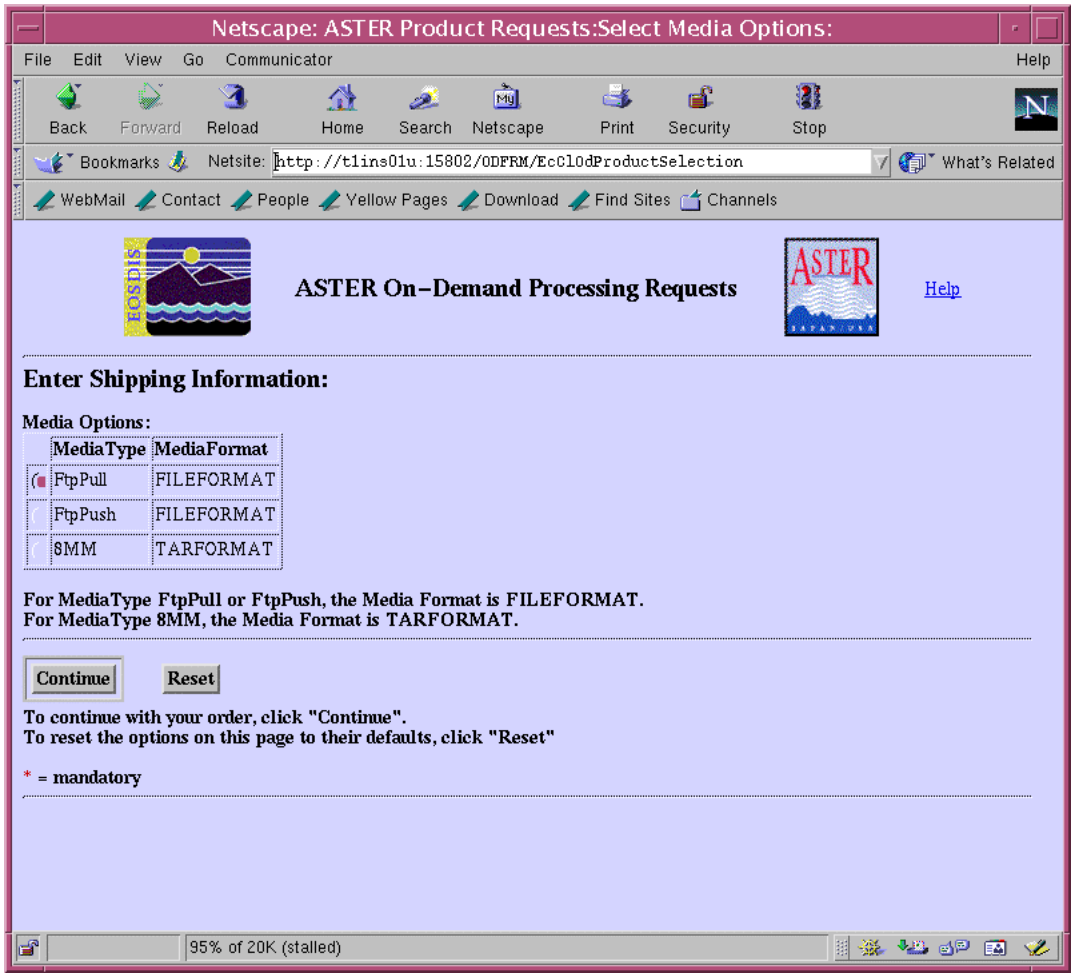


ODFRM: Product Selection Window

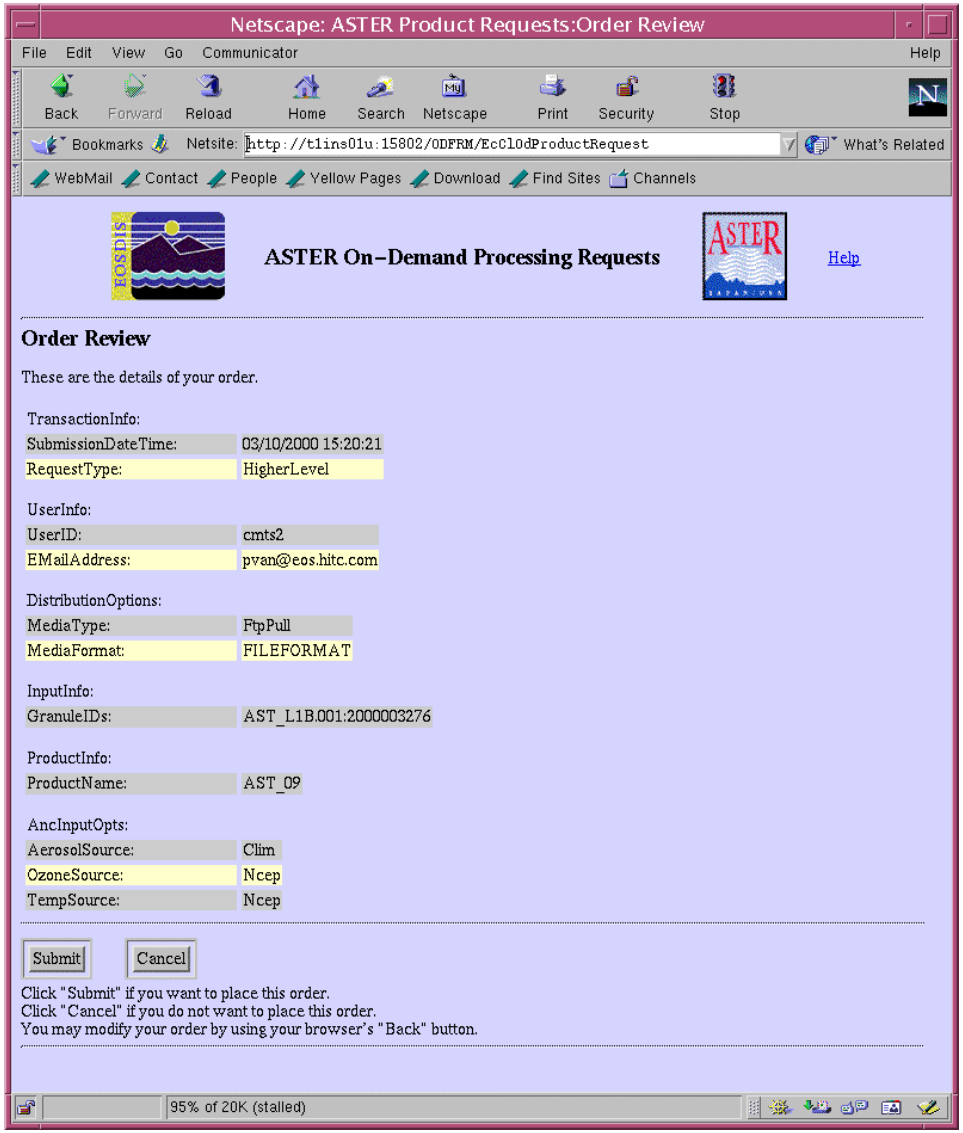
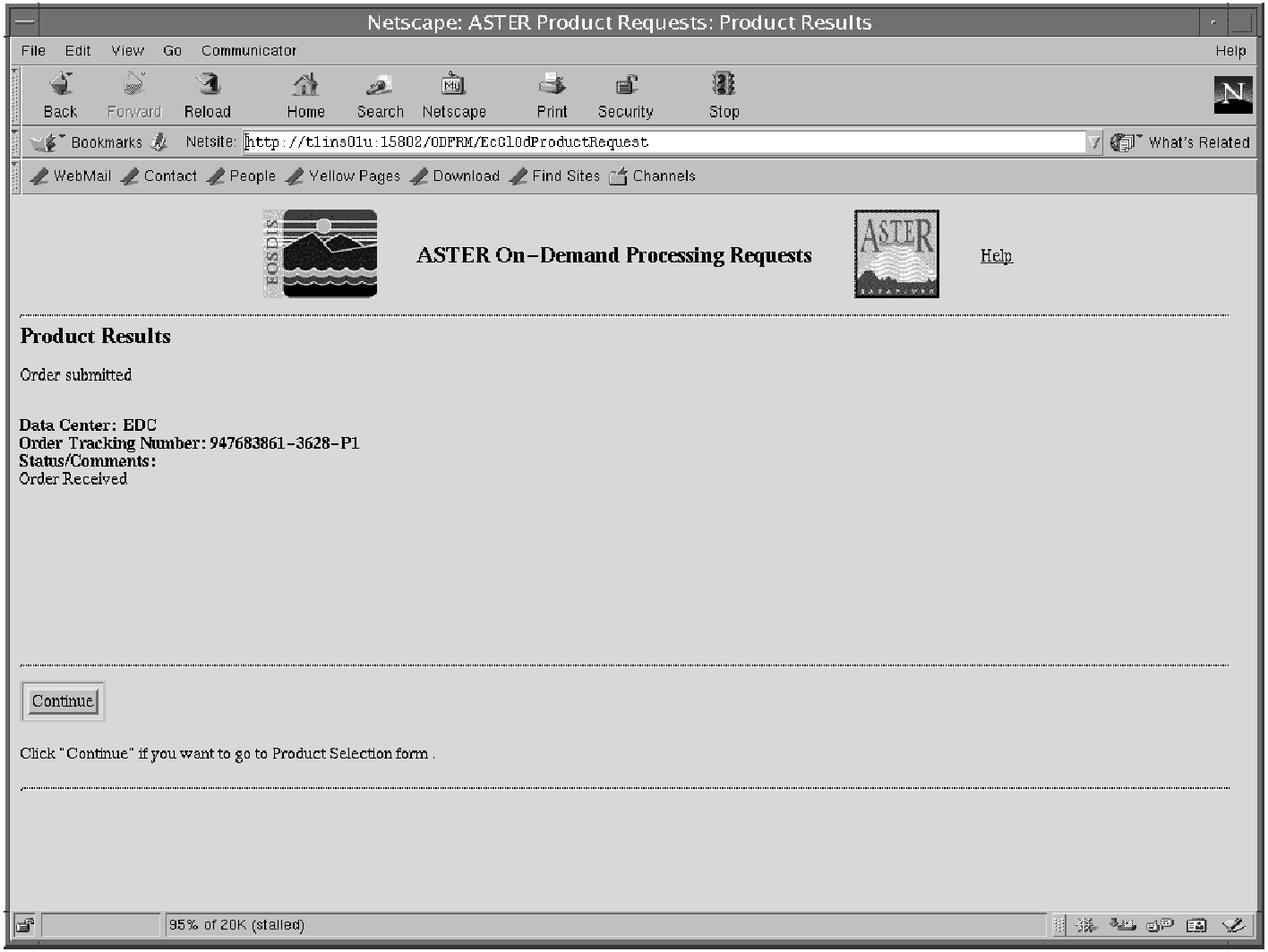
ODFRM: Processing Options Window



ODFRM: Shipping Information Window



ODFRM: Order Review Window



ODFRM: Product Results Window